

**Chadron Public Library  
Board of Directors  
MINUTES  
May 1, 2018  
Chadron Public Library Teen Room**

**Members present:** Drew Petersen, Robert Wahlstrom, and Lisette Bogner

**Members absent:** Annie Loutzenhiser (excused), Robin Foulk (excused)

**Guests present:**

**Call to Order:**

- President declared meeting open at 6:38 p.m.
- Acknowledged the posted Nebraska Open Meeting Act.

**Public:** No member of public was present for comment.

**Consent Agenda:**

1. Board meeting minutes – April 3, 2018; April 23, 2018
2. Executive Director report – April 2018
3. Library statistics reports – April 2018

Motion to approve the consent agenda by Robert Wahlstrom, seconded by Lisette Bogner, motion carried.

**Approval of Bills - April 2018:**

Board reviewed bills presented by the Executive Director totaling \$7,186.54.

Motion by Robert Wahlstrom to accept and to pay the bills for April of 2018 in the amount of \$7,186.54, seconded by Drew Petersen, motion carried.

**Committee and Group Reports:**

**Friends of the Library Report:** Book sale scheduled for May 4-5 during Community Garage sale.

**Foundation Committee Report:** Two scholarships given away and newspaper photo opportunity with Chadron Record arranged. Discussion on the fundraising proposal took place. Decision made to move forward with the process of hiring a fundraising director and supporting the building campaign.

**Renovation and Expansion Committee Report:** Joint meeting of the Library Board and the Foundation Committee held on April 23, 2018 at the Country Kitchen.

**Other Committee Reports:** No reports.

**Old Business:**

1. Lawn Watering Solutions – Executive Director made inquiries of New Leaf, Chadron Lawn Service, and Downs Rural Services for sprinkler system quotes. The New Leaf declined to offer a bid before our meeting. The Chadron Lawn Service does not provide sprinkler systems. One estimate received from Downs Rural Services of \$6,935.54 was submitted to Library.
  - a. Robert Wahlstrom made a motion to accept the Downs Rural Services sprinkler system quote for \$6,935.54 given it was the only bid submitted, Lisette seconded, motion carried.
2. Proposed Budget FY 2018-2019 - The City has postponed the meeting between the Executive Director and City Manager until May 2, 2018. This first round of City department presentations will focus on capital expenditures. It will be around late-July before a final budget is approved.
3. Annex Fence – Quote from Jim Hawk received to install a fence at the Annex. The City Manager approved the request.
  - a. Motion by Robert Wahlstrom to accept Jim Hawk’s quote, Lisette Bogner seconded, motion carried.

**New Business:**

1. Purchase of Laptops for Patrons – The Executive Director requested approval for purchase of four laptops designated for patron use in the amount of \$2,799.96 and one laptop for staff use in the amount of \$899.90
  - a. Motion by Drew Petersen to purchase the five computers, Robert Wahlstrom seconded, carried
2. Summer Reading Program – *Libraries Rock!* Summer Reading Program registration begins on May 25, 2018 with a Street Carnival kickoff on June 2, 2018 from 5:30 – 7:30 p.m.
3. Director’s Evaluation – handout provided to the Board.

**Executive Session:** Executive session entered into at 7:26 pm to discuss personnel matters. The Board exited executive session at 7:46 p.m.

**Future/Other Items:**

- Fundraising
- Technology policy update

**Adjourn:** Board adjourned at 7:46 p.m.

**Next Meetings:** June 5, 2018 at 6:30 p.m. for the next regularly scheduled board meeting.

**Minutes by** *Lisette Bogner*

**Date:** May 8, 2018