

**Chadron Public Library  
Board of Directors  
Regular Meeting Agenda  
June 7, 2022  
In Library's Y Room**

Board President reads:

As required by Section 84-1412, subsection of the Nebraska Statutes, notice is hereby given that a copy of the open meetings act is posted for your examination.

- I. 6:32 p.m. President Drew Peterson opened meeting and declared meeting properly publicized and open to the public.
- II. 6:32 p.m. Roll call. = Members present were John Coates, Heather Crofutt, Drew Peterson, Robin Foulk. Excused absent Rob Wahlstrom. Present- Rosella Tesch, Librarian.
- III. 6: 35 p.m. Opportunity for the public to address Board of Directors. = Ann Sundberg, Foundation member, will report later in agenda; Dan Bowen, Friends of Library representative will also report later on in agenda; John Sutherland, City Manager, indicated he was attending the meeting and did not have any prepared statements at this time.
- IV. 6:40 p.m. Consent agenda: =Heather Crofutt, made a motion to approve the consent agenda, second by John Coates, motion passed.  
Approval May 2022 minutes.  
Librarian Report May 2022.  
Approval of Statistics May 2022.
- V. 6:50 p.m. Approval Bills of May 2022: =Robin Foulk made a motion to approve the May bills in the amount of \$10,329.23; Drew Peterson seconded; motion was approved.
- VI. 6:55 p.m. Friends of the Library: Report. =Daniel Bowen reported Friends activities have been less due to fewer volunteers available to do projects; Friends were pleased with the recent book sale which yielded \$442.50; Friends put together gift bags for the Ag Banquet and want to continue that activity as well as others to expand the connection between rural and urban; Daniel also provided books/CDs to Game Changer, Food Coop, and Mental Health clinics in the community.
- VII. 6:55 p.m. Chadron Public Library Foundation: Report. =Ann Sundberg reported Rosella Tesch and Susie Jones are working on the content of the Foundation's webpage on website; Ann also reported Numad suggested biting off smaller projects promoting the library expansion to keep the momentum and motivation going such as a sign depicting the proposed expansion that could be placed outside and used at other events. Drew Peterson reported he has been in contact with Adam Edmund, Chadron City Attorney, in the development of the MOU agreement pertaining to the Library Expansion. Adam indicated he will prepare a draft /template and provide to Drew Peterson. Drew P indicated he will then work with Ann S. through the development process of MOU agreement to be recommended for approval. Drew Peterson reported Humphries Poli architect has not yet

provided a revised design of library expansion. John Sutherland, City Manager, announced the opportunity for the Foundation to receive a Community Block Grant Development in the amount of \$25,000 to be used for planning purposes. Work will need to be done to request the CBGD funds.

VIII. 7:05p.m. Renovation and Expansion Committee: Report. = No update

IX. 7:10 p.m. Old Business: a. New Policy Manual. = Board was in support of the updated manual and asked Rosella Tesch to forward copy to the Library Commission for their input on content and whether they would have any additional recommendations.

b. Library Lawns Maintenance. = Heather Crofutt made a motion to accept the bid from Owen Wess for lawn care; seconded by Robin Foulk; motion approved. (See separate document for cost of services)

c. Library Entrance Restoration. = Drew will talk with Jim Fletcher on the need to repair the entrance.

d. Inventory. = Rosella Tesch reported the inventory is in progress and is partly complete at the time of the June meeting.

X. 7:15 p.m. New Business: a. Hiring of janitor/Janitorial services. = Rosella Tesch reported to the board there is a need to hire a janitor. OHD in the past did the janitorial services but stopped providing assistance during Covid Pandemic and now OHD does not have the support staff to offer services anymore. Presently, janitorial services have been completed by library staff. Rosella T, indicated there is funds in the budget for janitorial services and it is time to hire someone so library staff can focus on their job duties. Drew Peterson made a motion to have Rosella T work with the City to hire a part-time(10hrs/week) to do cleaning; seconded by Heather C; motion approved.

b. Fur Trade Days Activities- Board reviewed handout of planned Activities; Allen Kissack, Children's Librarian, serves on the Fur Trade Board as a Liaison.

c. Use of State Aid 2022 = \$1506.00 was received and Rosella T. would like to use the funds for Fur Trade Days, specifically, Trading Stories portion to help with travel expenses, copy right fees and other expenses. \$1000 from NE Historical Foundation was also received- thanks to Margarete Vey Miller for writing the grant application.

d. Rosella T reported hiring a part-time seasonal person for the summer reading program. Individual hired at \$11.25/hr. is Toi Riggs.

7:21 = John Coates moved to end board meeting; seconded by Heather Crofutt.

Next Regular Meeting July 5, 2022 at 6:30 P.M.

The Library Board of Directors reserves the right to adjourn into executive session pursuant to Section 84-1410 of the Nebraska Revised State Statutes.