

Minutes of the David A. Howe Library

Board of Trustees Meeting

January 11, 2022

Trustees Present: Donald Comstock, President, Nic Gunning, Director, Kris Green, Tom Reuning, Nancy Reuning, Tim Colligan, Voni Walker, Treasurer, Madeleine Gasdik, Anne Sobeck, Secretary

Trustees Absent: Emily Peavey, Vice-President

Call to Order: President Donald Comstock called the January 11, 2022 meeting to order at 7:35am.

Discussion and Approval of Minutes: A motion to accept the December 2021 minutes was made by President Comstock and seconded by Trustee Colligan. The motion passed, (8 yes, 0 no)

Director's Report:

A. Statistics

-Circulation

It was noted by Director Gunning that total checkouts were up and registered borrowers had increased. Digital usage, holds placed and holds received were down but he said that late December, January and February are typically slower months for the library.

-Programs

It was noted that The Nutcracker, the Come and Go Winterfest and the Polar Express movie were all very well attended! Book raffles and craft classes remain steady.

B. News from the Library

-Planning for the 2021 external audit with Edward J. Bysiek, CPA has begun.

-Director Gunning has spoken with the STLS about their continued funding for the jail program.

-Jessica has resumed clerk and paging duties. Daphne has begun her auditorium and exhibition room projects.

-The author visit by Susan Wiggs is scheduled for April 8th during National Library Week.

C. Department Reports

Youth:

-Kate is working on a Kid's Art Club and Graphic Novel Book Chats.

-Ally has noted some growth in her teen program.

-“Take Your Child to the Library Day” is in the planning stage. A library pet will be added to the youth services area of the library and a contest for naming the pet will take place!

Adult:

-Daphne is planning a Lincoln Collection to be on display in the exhibition room in February.

Technology:

- Ken is working on Microsoft changes for non-profits.

Building and Grounds:

- The recycling project is completed.
- A heater in the auditorium lobby had to be replaced.
- There appears to be new water damage in the skylight, General Roofing has been notified.

Committee Reports:

The Administrative Committee met to discuss the wording of the library trusteeship. It was recommended to the board to amend the wording of the trusteeship in the library charter as follows:

- what now states "the trusteeship now held by Louise A. Brown shall have life tenure, and after her death be thus held in perpetual, recurring succession by her son, Edwin C. Brown, or his oldest, nearest living male heir." shall be changed to: "Edwin C. Brown or his heir. If an heir is unavailable to serve in this capacity, a president shall be appointed by the board of trustees.

A motion to approve the recommended amendment to the DAHL Charter was made by Trustee

T. Reuning and seconded by Trustee Voni Walker. The motion carried, (8 yes, 0 no)

Friend's Report: none

Old Business: none

New Business:

- Director Gunning reported that Trustee Terms are set to renew in 2022.
- A motion to amend the DAHL budget to reflect changes in Cost Share and personnel as presented by Director Gunning was made by President Comstock and seconded by Trustee Colligan. The motion carried. (8 yes, 0 no)

Adjournment: A motion to adjourn the meeting was made by President Comstock at 8:08am and seconded by Trustee Colligan. The motion carried. (8 yes, 0 no)

Call to Order the Annual Organizational Meeting: President Donald Comstock called the DAHL 2022 Organizational Meeting to order at 8:10am.

-After review and discussion of the agenda presented by Director Gunning, a motion to approve the DAHL 2022 Organizational Meeting Agenda as written was made by Trustee T. Reuning and seconded by Trustee Colligan. The motion passed. (8 yes, 0 no)

The 2022 Board of Trustees Committee Appointments are as follows:

Finance Committee

- Voni Walker, Chair
- Emily Peavey
- Don Comstock
- Madeleine Gasdik

Administrative Committee

- Kris Green, Chair
- Don Comstock
- Anne Sobeck
- Voni Walker
- Tim Colligan

Building and Grounds Committee

- Tom Reuning, Chair
- Don Comstock
- Nancy Reuning
- Kris Green
- Anne Sobeck

Adjournment: A motion to adjourn the meeting was made by President Comstock at 8:20am and seconded by Trustee Green. The motion carried. (8 yes, 0 no)

Respectfully submitted,

Anne Sobeck

Secretary