

# Minutes of the David A. Howe Library

## Board of Trustees Meeting

February 14, 2023

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

Trustees Absent: Vice-President Emily Peavey, Kris Green

Call to order: President Donald Comstock called the February 14, 2023 meeting to order at 7:34am.

Discussion and Approval of Minutes: A motion to accept the January 2023 minutes was made by President Comstock and seconded by Trustee T. Reuning. The motion carried. (6,0)

### Director's Report:

#### A. Statistics

##### -Circulation

Director Gunning noted a slight decrease in total checkouts and an increase in digital material usage.

##### -Programs

Director Gunning noted that the subscription bags for youth and adult are going well, Kid's Night and Tween Passive Programming remain steady.

#### B. News from the Library

-Director Gunning's grant request to the Kelsey Naylor Foundation was a success and the Library was awarded \$50K to complete the funding needed for the front terrace project.

-Niki and Amanda are attending CE seminars to help with their preparation of

the library report to the state. The community report will begin next.

- Director Gunning and Malik will be holding a special podcast episode on Nic Stone and her novel, Fast Pitch, during Black History Month.
- Positive feedback and increased attendance has resulted in a third free community meal being held in February.
- The main floor furniture has been rearranged and patron response has been great!

## C. Department Reports

### Youth

- Kate had a good turnout for her Video Game Day. Her outreach storytimes at the Trinity Lutheran Church continue. The March Madness Book Program will be starting soon.
- Ally has started some successful gardening programs. She is also setting up a worm compost bin.

### Auditorium and Exhibits

- Programs resume in March with Emerald Isle and Mystic Twangers. Kathrine is seeking ways to increase the Library marketing reach. She is also working on “seasons” of programming.

### Technology

- Director Gunning is exploring options in staffing since Ken retired in January.

### Building and Grounds

- A large evergreen tree fell over in the library lawn partly due to the high winds and the huge number of crows roosting in it. Kellogg Tree Co. came to remove the tree and assessed the health of the other trees in the lawn. After

much discussion, a motion to remove and replace an oak tree in the front lawn that is infested with a fungus was made by Trustee Colligan and seconded by Trustee Gasdik. The motion carried. (6,0)

#### Audit

-The yearly audit is in process and Ed Bysiek will be joining us at our March meeting.

#### Committee Reports

- The Building and Grounds Committee met to discuss the front terrace construction project. It was agreed upon by all that Tim Shea Plumbing and Heating should take a look at all the copper piping. A blockage was found and resolved. The suggestion of a yearly snaking of the pipes will be discussed and voted on at our next meeting.

#### Friend's Report

None- meeting was cancelled

#### Old Business

- Administrative Policy in final stages.

#### New Business

- It is time to renew the Library insurance plan.
- Governor Hochal is planning to cut \$548,000 from her budget for Library funding...we need to write our legislators!!

Adjournment: A motion was made by Trustee Colligan and seconded by Trustee Gasdik to adjourn the meeting at 8:29am. The motion carried. (6,0)

Respectfully submitted,

Anne Sobeck

Secretary

