

Washington Free Public Library

Regular Meeting Minutes- March 24, 2022

Call to Order: The meeting was called to order by President Rick Hofer at 9:30 a.m. with Isabella Santoro, Mindy Graham, Harold Frakes, Gary Murphy, Margi Jarrard and Ex-Officio Cary Ann Siegfried in attendance.

Approval of Minutes: Murphy moved to approve the February 24, 2022, minutes. Santoro seconded, and the motion was approved.

Approval of Financial Reports: a. Expenditures-Siegfried noted the digital sign monitor in the lobby and donations for the Summer Reading Program. At 75% of the year, expenditures are at 85.5%. We are over budget, due to expenses from the glass incident.

b. 3rd Quarter Budget- At this time, we are 11.3% over. There was some discussion about solar panels. Siegfried said she would check to see if solar would be a viable energy source for the library. Graham moved to accept the reports. Frakes seconded, and the motion was approved.

c. Purchase Approval- a. Children's AWE Early Literacy computer- The AWE computer programs are for building early literacy. The internet is not required. Some of the programs are bi-lingual. A quote of \$3,743.50 included the computer and hardware, installation, and a three-year warranty. Santoro moved to approve the purchase of one AWE computer. The motion was seconded by Murphy and was approved.

b. Wireless Access point replacement- Siegfried said our wireless access points in the building are old, at least 10 years, and slow. Coverage is poor, particularly in the basement area. A quote from KCTC to replace, add wireless access points and install the system, was \$3990.42. Jarrard moved to accept the quote and proceed with the project. Graham seconded, and the motion was approved. A suggestion was made that the Board be provided information monthly about apps, software programs, and services that our library has available. Siegfried said that this could be done and would qualify for required training for certification.

Library Services Report: The trend for visitor counts shows increases. Circulation has increased almost 30% from last year, especially in the children's books. Program attendance has done well. Card renewals in February increased 114%, and new card issuances increased 210%.

Old Business: a. Review of COVID Precautions- At this time, masks are recommended but not required. Siegfried said that the CDC guidelines state that masks aren't necessary for indoor activities. Mask wearing among patrons has decreased. It was decided by consensus to suggest that patrons wear a mask if they feel more comfortable with it on while in the library.

New Business: a. Use of the Collection Policy Review and Approval- Siegfried went through suggested changes to the Collection Policy. Affected areas include library hours, card category requirements, confidentiality issues, circulation of materials, ILL (Inter Library Loan), library conduct, unattended children, and sex offender access to the library. Jarrard moved to table voting on approval of the changes until the April meeting, giving the Board time to study the suggestions. Graham seconded, and the motion was approved.

b. Washington County Library Funding Information- Siegfried shared a table showing city/county funding comparisons. She said that funding for next year will be at the same level as this year.

Announcements: a. Next Meeting- April 28th, 2022, at 9:30 a.m.

Adjournment: Murphy moved to adjourn, seconded by Graham. The motion was approved. The meeting adjourned at 11:35 a.m.

Respectfully submitted, Margi Jarrard, secretary