

February 14, 2024

The regular monthly meeting of the Lena Library Board was called to order at 5:48 pm by President Charlene Foley. Present: Kathy Benters, Charlene Foley, Barb Schexnayder, Susan Youngblut, Kim Hybarger, and Library Director Brittany Gaulrapp. Absent were Roger Schulz and Barbara Kepner.

The secretaries' minutes were read and reviewed, and Barb made the motion to approve, Susan seconded. Voting followed, motion passed.

The treasurers' report was presented by Kathy. She noted the January 8th deposit of \$20,000 to the checking account, needing to payback the \$14,346.46 to the Regional Office that was received in error. She has spoken to the government regarding an \$80 refund owed to the Library. Balances are \$38,219.34 in the checking account, total assets of \$448,946.39. Kathy then made the motion to pay January and February bills, and payroll, and to record the treasurers' report. Kim seconded. Voting followed, motion passed.

Library Director Brittany presented the Librarians' report, noting December, 1,051 checkout/renewals, 9 items added, 5 new patrons, 230 ebook checkouts, and January numbers, 1,137 checkout/renewals, 68 items added, 2 new patrons, and 290 ebook checkouts. Story hour and after school programs are going well, with one new sign-up. Valentines Day will be celebrated this week. Staff meeting was held, discussed was the new PTO law, and updates from the Board Meeting. New employee Brandi has worked her first solo shift, and is doing well. Brittany has completed the Per Capita Grant, as of 1-30-24.

Brittany has talked to Attorney Mitchell about the program waiver and he is still looking into it. He should know something by March.

Brandon has been working on the Library Website.

The cleaning business has raised their weekly fee from \$120 to \$125.

Brittany received information from Advantage Archive, concerning microfilm and newspaper digitization. After a discussion, it was decided Brittany will do an inventory and gather more information before deciding how much we would have done.

Susan asked about purchasing a few things for the meeting rooms. She discovered after using the rooms that there are no coat racks, and noticed the windows still need shades, the tinting was not enough.

She asked about the phone system too, which should be updated. Brittany will check on shelving and options for hanging coats in the closet. Susan will check a couple options for the window shades.

Sue then made the motion to adjourn. Barb seconded. Meeting was adjourned at 6:44 pm.

Respectfully submitted,

Kim Hybarger

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Lena Library Board