

MINUTES
NEUSCHAFER COMMUNITY LIBRARY BOARD
April 4, 2022

Present: Martha Bailey, Jaleen Hacklander, Judy McGowan, Carolyn Schmidt, Bobbi Marks, Amanda D’Arcy, Melissa Krause (Library Director)

Absent: John Ohlson

Also present: Pat Hodach, board member applicant for May 2022

The meeting was called to order at 5:04pm by McGowan.

Director’s Report:

1. National Library Week, April 4th – 9th, 2022. Many activities taking place including author presentation, magician, and Fremont Drama Club performance.
2. April: final meetings for Teen and Adult Book Clubs (breaking for summer) until fall.
3. Summer Reading Program kicks off with a “child and adult” dance on June 8th, from 6p-8p in the gym. DJ providing music.
4. Investigation into using WordPress for more functional and user-friendly Neuschafer Community Library website.
5. Strategic Planning cohort: The survey results are in, the initial meeting to determine what direction the results indicate the library should go for planning purposes has taken place. Krause will come up with a plan based on the gathered input.
6. A part time hire, Sonya, started training today (April 4th).

Treasurer’s Report:

Donation Checking account (Premier Bank) as of 3/31/22: \$51,885.65

Donation Money Market Account (Farmer’s Bank) as of 2/28/22: \$21,457.01

Bailey made a motion to accept the Treasurer’s report. Hacklander seconded. Motion carried.

Bills/Expenses:

Schmidt moved to accept the Bills/Expenses report. D’Arcy seconded. Motion carried.

February 23rd Minutes: Marks moved to accept the minutes of the February 23, 2022 board meeting. Bailey seconded. Motion carried.

Approval of \$1850 paid out from donation account to Village of Fremont: Represents the subsidies from the Town of Wolf River and Town of Bloomfield for library use. Bailey made a motion to accept making this payment of \$1850 from the donation account to the Village of Fremont. Schmidt seconded; motion carried.

Review New Board Member Applications: Discussion surrounding the two applicants. Pat Hodach has many years of involvement with the Neuschafer Community Library, and is the overall candidate chosen by present board members at this time. Upon Village of Fremont approval, Hodach will replace Carolyn Schmidt, whose term is expiring in May 2022. Marks will take Hodach's application to the April 26th, 2022, Village of Fremont Board meeting for final approval.

Discussion around getting the second candidate, Norma Lopez, more involved in the NCL, in some capacity. Krause remarked on, and the board agreed with, her great ideas and continual dedication to the library, and desire to find a good fit for Lopez in day-to-day operations. This effort will be ongoing.

In addition, discussion around current library board member terms, and overall agreement on whose terms expire in 2023, 2024, and 2025.

Library Collection's Service: Krause would like to hire a collection service to recoup past loss of materials/fines. The service will cost approximately \$300 annually and will attempt to mitigate any loss situations over \$50. Schmidt made a motion to accept Krause suggestion to hire the company. Bailey seconded. Motion carried.

Approval of Volunteer Policy: Krause would like to initiate background checks for all volunteers of the NCL since they could (potentially) be working with children. Krause will draft an application and investigate the cost involved with conducting background checks, if any, through the Fremont Police Department. All information will be brought to the May board meeting for discussion and approval.

Approve Updated Library policies: D'Arcy brought forward the newly edited version of the Neuschafer Community Library Policies, specifically noting the sections that had been updated since the February 23rd board meeting. Marks made a motion to accept the new version of library policies. Bailey seconded. Motion carried.

Friends of the Library update: The next Friends meeting will take place April 18th, 3:30pm.

Public input: None.

Next meeting: Monday, May 5th, 2022, 5pm in the Village Hall.

Adjournment: Schmidt made a motion to adjourn at 5:54pm, Bailey seconded. Motion carried.

Respectfully submitted,
Carolyn Schmidt, Secretary