

MOYER DISTRICT LIBRARY BOARD MEETING MINUTES

April 10, 2024 at Moyer District Library

Trustees in attendance: Sue Walker, Jim Hazen, Tena Kincaid, Joy Zimmerman, Heather Killian, and Erin Nuss.

The meeting was called to order by President Sue Walker at 5:30 PM.

Public Comment

None

Agenda Additions

None

Minutes

The minutes from the March meeting were reviewed. Erin Nuss moved to approve the March minutes and Kincaid seconded. All members voted to approve the meeting minutes. March minutes were approved.

Communications:

See attached

Building and Grounds

K&K to spray parking bumpers labeling as library parking only.
We need someone to do our landscaping, including spraying for weeds—Chris Hood or Les Marty

Policy and Personnel

You should have a copy of the following policies: Computer and Internet Use, Circulation Policy, Rules of Conduct, received last month. The committee would recommend that we adopt these revised and condensed policies.

Erin moved to adopt the Circulation Policy and Jim Hazon seconded the motion. All members voted to approve the motion to adopt the Circulation Policy.

Erin moved to adopt the Computer and Internet Use Policy and Joy Zimmerman seconded the motion. All members voted to approve the motion to adopt the Computer and Internet Use Policy.

Erin moved to adopt the Rules of conduct Policy and Heather seconded the motion. All members voted to approve the motion to adopt the Rules of Conduct Policy. sA

Long Range Planning

Joy shared quotes for discussed projects.

Quote from Vivid on creating website—with a breakdown and training to update our website and advanced features Also included a quote of \$95 a month to host and 2 hours of updating each month. Regardless both Vivid and Library personnel can update website. Jess or Joy will look for a second or third quote. They will forward to board members to view so that we can vote at May meeting.

Tee Jay Central quote to install a handicap button for the program room door. We would need to pull in electrical for the door. Jess will get a quote for the electrical to door in program room.

MCS quote on a new digital sign for the front of the library. This quote may not be a basic sign. We may be able to get a lower quote for a more basic sign. Another quote is on the way from Kenneth Buhr United Signs and Awning to replace the electronic sign out front. We would like a third quote to discuss replacing sign.

Eric will look at our current sign for stability.

Premade quite pods for offices and libraries—we can put pods in a couple places to create privacy in the library. Looking at ADA compliant pods—ventilation, electrical, We would like more information for privacy pods: 1 one person pod and 1 four person pod. We would also need a policy to

Finance/Treasurer's Report

Erin saw no major issues or changes.

We still have the CPPRT money from the city in the checking account. We will need to think about where we should move the money.

The April Treasurer's Report was reviewed. Joy moved to approve the April report and Heather seconded the motion. A roll call vote was taken and all members voted to approve the March Treasurer's Report.

Librarian's Report

See attached.

Old Business

None

New Business

None

Adjourn Meeting

Jim Hazon moved to adjourn the meeting. Tena seconded the motion. All members voted to approve. The meeting was adjourned at 6:18.

Respectfully submitted,
Heather Killian
Secretary of Moyer District Library Board