

# Minutes

**Springville Memorial Library Board Meeting**  
**February 10, 2020, 6:30 PM**  
**Buresh Room**

The Springville Memorial Library Board meeting was called to order at 6:34 PM on February 10<sup>th</sup>, 2021 by President Deb Vaughn.

Present: Tina Allsup, Marla Carnahan, Susan Cooper, Treva Davis, Daryl McCall, James Porter, and Deb Vaughn. Linda Eldred was also in attendance.

**Agenda:** Motion by Porter, second by Carnahan to approve the agenda as amended, all ayes, motion carried.

**Minutes:** Motion by Davis, second by McCall to approve the minutes of the January 13<sup>th</sup>, 2020 meeting as presented, all ayes, motion carried.

**Public Comment:** None

**Bills:**

<u>Company Name</u>	<u>Invoice Date</u>	<u>Item Description</u>	<u>Amount</u>
<b><u>CREDIT CARD CHARGES:</u></b>			
Office Depot	1/12/2021	Printer, Tape	\$162.04
Letter Perfect		Wall Plate	\$19.50
Barnes and Noble		Memorial Book	\$25.00
Amazon		Webcam	\$42.79
Amazon		Birds and Blooms	\$19.24
Amazon		American Patchwork and Quilting	\$16.03
CHARGE TOTAL:			\$284.60
Biblionix Apollo	1/21/2021	Automation Subscription	\$1,000.00
Country Sampler		1 Year Renew	\$19.98
Country Sampler Farmhouse		1 Year Renew	\$21.98
Midwest Living		2 Year Renew	\$18.00
Demco	1/11/2021	Audio Book Cases	\$43.49
Creative Product Source	1/20/2021	Summer Reading Supplies	\$196.48
Lookout Books	1/26/2021	Books	\$182.75
Baker and Taylor	1/8/21-1/19/21	Books	\$162.73
Micromarketing	1/19-1/28/21	Audio Books	\$184.50
Library Journal	2/10/21	Subscription and Dues	\$99.00
<b>Total Bills to be Approved</b>			<b>\$2,213.51</b>
<b>Utility Bills- Preapproved</b>			
Alliant Energy			
Black Hills Energy			

Wapsi Waste		\$12.00
Springville Telephone		\$47.55
<b>Total Utilities</b>		\$59.55
<b>Total Bills</b>		\$2,273.06

Have not received Utility Bills yet. Need to check for OMC bills. Add Library Journal for a 37% savings, from Training and Conferences. Motion by Cooper, second by Allsup to pay the bills as amended, all ayes, motion carried.

**Income:** No Income this month

**Financial Report:** There was no report from the City.

**Reports:**

- **Director's Report**
  - We have received \$1,000 Aureon Grant for Stem Kits. Will be requesting the Matching Funds.
  - County money was lower due to lower rural circulation numbers in 2020.
  - Accreditation – All information has been entered, double checking before submitting.
  - Automatic Doors – Cooper will research, Davis will check with DeLancy.
  - Research to be done for Hot Spots, Chat 360, Self Check out, Board Calendar.
- **Building Maintenance** – Affordable Heating & Cooling came for maintenance check. Roof leaking. Door counter is not working, McCall to research. Porter and Carnahan have been cleaning out closets.
- **Pandemic Status**
  - May increase hours and leave doors unlocked, Director will decide as the month goes. Buresh Room rentals available starting March 1<sup>st</sup>.

**Unfinished Business:**

1. **Building Issues – Roof Damage:** Xtra Mile Exteriors – they are the one that put tarps up at their cost. Vaughn to reach out to Tyson, our insurance agent.
2. **Budget Committee:** Dee raised the amounts for Capital Outlay (\$3,000 to \$5,000 for all departments) and Insurance amounts. City hasn't discussed.

**New Business:**

1. **Capital campaign:** Planning committee needs to get started to set reasonable goals. See if there is a non-profit resource will help with the planning. Check with State Library. Bring all information to next meeting.

**Trustee Comments:** None

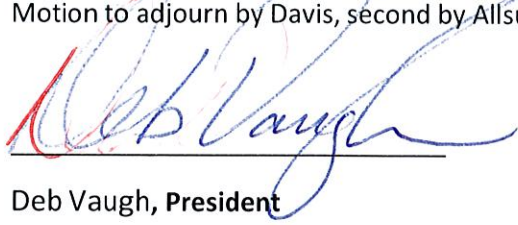
**Agenda items for Next Meeting:**

- Building Maintenance
- Pandemic Status
- Budget committee
- Capital campaign committee planning
- Strategic Planning review

**Next meeting:**

- Board meeting on March 10th, 2021 at 6:30 PM in the Buresh Room.

Motion to adjourn by Davis, second by Allsup all ayes, motion carried. Meeting adjourned at 7:54 PM.



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**Deb Vaughn, President**



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**Tina Allsup, Secretary**