

Montmorency County Public Libraries  
Library Board Meeting  
January 16, 2024

**Call to Order**

President Robin Smiley called the meeting to order at 1:11 p.m. at the Hillman Branch of the Montmorency County Public Library.

Board Members Present (in alphabetical order): Mary Burek, Nancy Render, Robin Smiley, and Pat West.

Board Member Absent: Diane Tokarski

County Commissioner:

Staff Members Present: Lori Haas - Director

Visitors: None

**Approval of Agenda**

**Pat West made the motion to approve the agenda as written, Mary Burek seconded. All in favor, motion carried.**

**Approval of Bills**

**Bills from December were postponed until this January meeting. Mary Burek made the motion to accept the December bills as presented, Robin Smiley seconded. All in favor, motion carried. Pat West made the motion to accept the January bills as presented, Nancy Render seconded. All in favor, motion carried.**

**Minutes of Meeting**

**Nancy Render made the motion to accept the December minutes with the following changes: 1) Remove Dell Bolsen's as being present; 2) add: Nancy Render made the motions, seconded by Pat West to recommend Robin Smiley to the post of trustee of the Montmorency County Library Board, all in favor, motion carried; 3) delete the underlining of the wordage under Next Meeting Schedule. Seconded by Robin Smiley. All in favor, motion carried.**

**Public Comment**

none

**Old Business**

**A proposal from "jarratt architecture" for the addition and renovation to the Atlanta Branch of the Montmorency County Library was discussed. Pat West made the motion to accept the above proposal for the fee stated. Nancy Render seconded. All in favor, motion carried.**

**Election of officers**

**Mary Burek make a motion to open the floor to nominations, Pat West seconded. All in favor, motion carried. Mary Burek made the motion to present the slate of nominations as Robin Smiley as President, Diane Tokarksi as Vice President, Nancy Render as Secretary, and Mary Burek as Treasurer, Robin Smily seconded the slate. All in favor, motion carried. Robin Smiley, Diane Tolarski (via telephone conversation), Nancy Render and Mary Burek accepted the nominations for their office. Robin Smiley made a motion to accept the slate of nominations as presented, Pat West seconded. All in favor, motion carried. Mary Burek made the motion to elect the slate of officers presented, Nancy Render seconded. All in favor, motion carried.**

**New Business: The director's new contract was discussed. Robin Smiley made a motion to accept the director's contract as written, seconded by Pat West. All in favor, motion carried.**

**Directors Report:** Lori has advertised for new employees, she will pursue the matter. Lori announced she has received a donation from Habitat for Humanity and has applied for a grant from the Hillman Brush Creek Mill. **Robin Smiley presented the meeting schedule for 2024. Pat West made the motion, seconded by Robin to accept the schedule as presented. All in favor, motion carried.**

The Librarians reports:

Juli from Hillman reports: Total circulation 514, Curbside pick-ups 0, Patrons signed in to choose their own materials 619, Laptops checked out 0, Inside computer lab users 91, Phone calls 142, Patrons needed copies/faxes/scans 50, Notarizations 2, New library cards 3, Items cataloged and added to our collections 54, Laminating 0, WIFI 78, Puzzles 42, Hotspots 10. I hope you are all keeping warm. This month I started teaching a basic computer class to help the patrons learn how to get on the computer and how to check their e-mail long with how to send them. I had 8 enrolled in the class. For Story Hour we had 5 toddlers this month. We read about the end of fall and start of winter, and then we made snowflake ornaments and had a snack. We have also been working weeding out Non-fiction section, and fixing the spines labels as we go as some of them a handwritten or coming off. If you are in town, stop down at the Brush Creek Mill in Hillman and cast a vote for the Hillman Library Christmas tree. This year I have put a book tree at the mill for the library. For the adults, we had a Christmas craft for them to paint. They could paint a truck, car, or station wagon. We had 24 attend this time. Boy, they sure do a great job painting! We had 9 kids come in for a craft day and paint wooden Christmas trees and then they got to decorate them and take them home. Thanks and have a wonderful day! Stay safe!

Nicole from Atlanta reports: Total Circulation 494, Curbside Pick-Up 0, Grab and go for material 144, Laptops were checked out 0, Inside computer lab users 67, Phone calls 194, Patrons needed copies/faxes etc. 57, Notarizations 0, New library cards 6, Items cataloged and added to our collections 57, Items laminated 1, Games/puzzles/story kits 2, Random people 128, Hotspots 6. We finished off the year with two craft classes. We held an adult craft to paint a car with a holiday twist; there were 19 people that showed up. They had a nice time eating homemade cookies and drinking hot coffee. We then finished up the holidays with the kid's making a tree craft; they had cookies and cocoa to go along with it. We only had 4 kids turn up for that craft this year. This year we held an adult beginner computer class that ran for 4 weeks. We didn't have a huge turnout, with an average of 4 people every week. The participants that did come every week were eager to learn our weekly course. It was a good trial run for future classes. There are more people who would like to sign up if we decide to do another one. Thanks to Juli for getting the courses set up each week and doing the Hillman classes and to Randy who taught both Lewiston and Atlanta's classes. December seemed to go by fast with the holidays; we stayed on our toes this month just keeping up with patrons needing help. I have been slowly working on non-fiction shelf weeding. I will be happy to finish the section soon. I hope everyone has a great new year.

Wendy from Lewiston reports: Total circulation 523, Curbside pick-ups 0, Patrons signed in to choose their own materials 153, Laptops were checked out 0, Inside computer lab users 176, Phone calls 154, Patrons needed copies/faxes etc 53, Notarizations 2, New library cards 7, Items cataloged 45. December was a long one for me. I ended up with the flu and was off for most of the month. I would like to say that Chelsey stepped up and took over for me, she is a great asset and someone who I enjoy working with. Our adult Christmas craft was a great turn out; we had 15 people sign up. Fun was had by all. Our Christmas workshop went just as well, the kids loved the craft. I ended up putting on Christmas movies to go along with our hot cocoa bar. I really enjoyed the afternoon with the kids!!! Story hour was help on 12--/20 with 1 child in attendance. The basic computer classes did not go as I thought they would, not many folks attended the workshop. I hope everyone had a great holiday. Looking forward to 2024.

### **Next Meeting Scheduled**

The next meeting is scheduled for Feb 13, 2024 at the Lewiston branch of the Montmorency County Libraries.

### **Adjournment.**

**Mary Burek made the motion to adjourn the meeting at 2:07. Nancy Render seconded. All in favor, motion carried.**

Respectfully submitted,

Pat West