

JOHNSON COUNTY LIBRARY BOARD MINUTES

Monday, February 24, 2020

The Johnson County Library Board of Trustees met at the Johnson County Library on Monday, February 24, 2020 with the following members present: Ron Wagner, Kim Harvey, Bill McIntyre, Margaret Smith, and Denise Marton. Director Steve Rzasa, Assistant Director Mary Rhoads, and County Commissioner Linda Greenough were present. Ron called the meeting to order.

Minutes from the January 21, 2020 meeting were reviewed. Bill moved to approve the minutes as written. Margaret seconded the motion. The motion carried.

Correspondence

None

February 2020 checks 17984 – 18019 were reviewed. Bill moved to approve them for payment and Denise seconded. The motion carried. Direct deposit checks DD1165-1166 were reviewed. Denise moved to approve them for payment and Margaret seconded. The motion carried. Operations and Maintenance checks 1052-1061 were reviewed. Denise moved to approve them for payment and Bill seconded. The motion carried. Trustee Check 1627-1639 were ratified for payment. Margaret moved to approve them for payment and Bill seconded the motion. Trustees signed off on the check report.

Director’s Report-original in permanent records

- The February check from the County Treasurer was \$13,835.
- Thanks to David Eads and his crew for the job they have done with the snow removal.
- A school committee met at the library on February 12, 2020. They are having an ongoing discussion about what children will do next school year concerning the early release on Friday’s.
- Steve will schedule a meeting with Tim Miner, YMCA, and Scott Musselman, Boys and Girls Club, to talk about the school district’s early release of students next school year.
- Steve attended a Director’s Training workshop on January 28, 2020.
- Students were working in the Teen area on a reading space project at Clear Creek Middle School.
- Steve attended a Rotary meeting on February 12, 2020.
- We are exploring the possibility of using a web-based meeting room reservation system.
- The Friends of the Library voted to approve \$1800 for a new web site design. Mike Knebel, 307 Web met with Steve and Mary about our ideas.

Old Business

- Update on finances to date.

	Check from Johnson County Treasurer 2/6/2020 = \$13,834.94	
	January (2019) - \$75,085	January (2020) - \$114,873
	<u>February (2019) - \$30,863</u>	<u>January (2020) - \$13,835</u>
Two-month total:	2019 - \$105,948	2020 - \$128,708

- John Snyder came and cleaned up the Quick Books Balance Sheet.
- A complete printed policy will be brought to the next meeting.
- Additional security camera costs were presented. We are asking for a camera for the history stacks, staff parking, south children’s area, and the north hall. Discussion. Bill made a motion

the accept the bid of \$5,700 of Comtronix and to use funds from the Operations & Maintenance account. Denise seconded the motion. The motion carried. Discussion about cameras at the Kaycee Branch Library. Steve will look into that.

New Business

- Upset patron incident from Saturday, February 1.
- Steve presented a bid from Capital Business Systems for a new copier at the Johnson County and Kaycee Branch Library.
- Connie Norton will be retiring the end of March. Steve will talk to the County Commissioners about replacing Connie's position. Steve would like to hire two part time people for this position.

The next meeting will be Monday, March 23 at 4 pm at the Johnson County Library.

Respectfully submitted,