

JOHNSON COUNTY LIBRARY BOARD MINUTES

Monday, October 19, 2020

The Johnson County Library Board of Trustees met at the Johnson County Library on Monday, October 19, 2020 with the following members present: Ron Wagner, Bill McIntyre, Margaret Smith, Kim Harvey and Jenny Bakken. Director Steve Rzasa, Assistant Director Mary Rhoads, and Commissioner Linda Greenough were present. Ron called the meeting to order.

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

Correspondence

- Steve had an email from a librarian in Hyattsville, Maryland, who asked for a library card from the Johnson County Library. She is trying to set a record.

September 2020 Checks

Direct deposit checks **DD1195-1202** was reviewed. Margaret moved to approve them for payment and Jenny seconded. Checks **18259-18284** were reviewed. Bill moved to approve them for payment and Margaret seconded. The motion carried. Operations and Maintenance checks **1163-1171** were reviewed. Kim moved to approve them for payment and Bill seconded. The motion carried. Trustee Checks **1686-1688** were ratified for payment. Margaret moved to approve them for payment and Jenny seconded the motion. The motion carried. Trustees signed off on the check report.

Director's Report-original in permanent records

- The library received the 1% money of \$22,000.
- Kaycee Branch water bill is high. Steve is checking into it.
- Friends Book Sale that was held Oct 8-10 made \$1175.
- Friends Raffle tickets are on sale. Drawing will be held November 6.
- Steve spoke to the Foundation about the purchase of OverDrive. It would cost \$3,000 per year.
- Story Hour started today. We will do a shortened version on Mondays and Thursdays.
- Steve and Kira Wages collaborated on a spooky story contest with BHS & CCMS.
- Buffalo Quilting will display a Christmas Quilt in November. Raffle tickets will be available.

Old Business

- Update on finances to date.
 - Check from Johnson County Treasurer 10/6/20 = \$33,756.55
 - Checking = \$91,068.20
 - Operations and Maintenance = \$55,216.89
 - Reserve = \$287,185.95
 - Depreciation = \$83,016.24
- Next months' bills will be around \$32,000 to \$34,000.

New Business

- Steve spoke to Kristen at the Town of Kaycee Office several times about the Kaycee Branch water bill. Bonnie has checked around the building and sees no sign of a leak or any fixtures running. It could possibly be an error in the meter reading. The bill showed the library using 10,000 gallons of water. The usual reading is for 6,000 gallons.

- Bonnie would like to shorten the Tuesday evening hours from 8pm to 7pm, since no one had been utilizing the hour for a long while. Discussion. Margaret made a motion to change the hours at the Kaycee Branch Library on Tuesday from 1-8pm to 1-7pm. Jenny seconded the motion. The motion carried.
- Ron asked about the plans concerning the computer purchased. Discussion. It was suggested to list the priorities on replacement, dates of each computers and what each computer is used for.

The next meeting will be Monday, November 23, 2020 at 4 pm at the Johnson County Library.

Respectfully submitted Monday, November 23, 2020