

MINUTES

The **Rogers Library Board of Trustees** met for a regular session 711 S. Dixieland Road RPL Glotzbecker Conference Room on August 16, 2022 at 6:30 PM. The meeting was called to order by

ROLL CALL:

Board Present: Debbie Woehr, Caroline Smith, Brice Wagner, Richard Bland, Stephen Hardin, Cindy Holmer

Board Not Present: Judy Tobler

RPL Present: Joy Poynor, Sami Espenschied, Hannah Norris Milligan

Others Present: Friends of RPL President Carole McCutcheon, Staff Attorney Bailey Crossett

PUBLIC FORUM:

None

SECRETARY'S REPORT:

1. Approval of July 19, 2022 Board Minutes
Motion by Caroline Smith to approve the July minutes.
Second by Debbie Woehr.
Approved unanimously.

FOUNDATION BOARD:

Reported by Hannah Norris Milligan.

- Top Chef (event) is their main focus.
 - October 28, 2022 at Metro Appliances
 - Purchase tickets online on the RPLF website.
- Grants approved were:
 - Staff In-Service Day non-food items.
 - Fish Tank supplies (Free maintenance by Reef Ready)

FRIENDS OF THE LIBRARY:

Reported by Carole McCutcheon.

- The Open House was a success. Over 1,000 attendees.

- Received several donations from vendors.
 - Concerned originally for outside to be too hot, but later glad as everyone came inside and shopped.
- Accepting Assistant Manager applications.
- Slight price increase on items for sale.
- Our goal is to sell \$1,000/day. This already occurs every Saturday.
- New website was discussed.
 - Website note: If you're having trouble with Google directions, clear your cookies and revisit the website as a new person visiting.

FINANCIAL REPORTS:

Reported by Hannah Norris Milligan.

- Brice Wagner inquired about natural gas already being over 110%.
 - Hannah Norris Milligan reminded that we are getting a new HVAC system from the Energy Audit, but that systems are backordered.
- Steve Hardin asked about Property Taxes and what we can expect from them.

DEPARTMENTAL REPORTS:

None

DIRECTOR'S REPORT:

Reported by Hannah Norris Milligan.

- Our new Emerging Technologies Librarian Amber Aultman is on-board. This position was formerly the Systems Manager.
 - Amber holds a MLIS (Master of Library and Information Science) and has some IT experience.
 - She moved here from Florida with her husband.
 - Currently, Amber is training with Assistant Director Joy Poynor on the Reference Desk and being a LIC (Librarian-in-Charge).
 - Hannah is working on our IT budget for FY 2023, but next year Amber will own it.
 - Amber will be working on our new digital signage.
 - City IT will continue to help us with software.
- Mayra Valderas was promoted back into her former position in Children's as our full-time Library Assistant III position that Nina Darley recently vacated.
 - This leaves the Library Assistant II (29-hours/week) in Children's open.
- HVAC requires a hard reboot periodically.
 - During the heat, we had 200 people in the Main Hall for a program instead of the Community Room.
- We have received another book challenge (see packet).

- A committee has been formed comprised of six degreed librarians with collection development experience.
- The formal process and the book were discussed.
- It was noted that the title is available on Hoopla and that Hoopla selects the titles we receive. We do not select our Hoopla titles.
- Hannah worked with HR to review and update two job descriptions for the Technical Services department.
 - Samantha Smith now has "Marketing Specialist" added after her current "Library Assistant III" job title. This position still processes some new materials.
 - Katy Polk kept her job title, but we updated her job description to match the title better since she took on additional Technical Services duties during our COVID closure.
- Hannah gave high praise to Multicultural Librarian Rosa Guevara for her nutrition program success.

OLD BUSINESS:

None

NEW BUSINESS:

None

ADJOURN:

Motion by Stephen Hardin to Adjourn.
Second by Richard Bland.
Approved unanimously.

ATTEST:



Secretary

APPROVED:


Chairman