

Smyrna Public Library Board of Trustee's meeting

April 3, 2023

Members in Attendance

Cathy Fuller, Tim Manwarren, Stacey Davis, Kristie Ingerto

Library Director Anna Schlernitzauer

This special meeting was called to order at twelve noon on a windy, chilly spring day. Tim read the minutes from the January 30, 2023 meeting. No changes needed to be made. Cathy made a motion to accept the minutes. Kristie seconded the motion. Motion passed

As this was a special meeting, Cathy will have the budget sheets for everyone with the Library Director and everyone can pick them when they have time. With that said, Cathy did inform the Board that we received a \$200.00 donation from the Sherburne Rotary Club. We thank them for the donation. All members present went over the check book and also the Money Market books and signed that they did review both books.

Checking: \$9,477.49

Money Market: \$30,901.80

Interest: \$26.49

Cathy had all members review the Annual Financial Report and sign that they did so. Anna has submitted to 4CLS and we have not heard back if we need to make any corrections.

We had a miscommunication over the mandated trustee training. All board members must have two hours of training per year. Each training class will give a certificate when finished; one copy for the member and one copy for the board's records. We have a folder that holds all copies. All members will do a quick review at the next Board meeting. This is a state mandate. In January of the new year, if a member has not completed the training they will be suspended from the board for 90 days. At the end if still not completed, they will lose their seat on the board.

And now the reason for this meeting. Our Library Director has had an opportunity come up to be a camp counselor for 8 weeks over the summer. This is an overnight camp and means she will not be able to be here at the library. Most of the board's questions and concerns are "Are you returning to the Library?" Anna has made it clear she is not quitting and she will return. This is something she has always wanted to do. She has applied and is waiting for a return call. A few weeks back a woman gave Anna her name and number - Joyce Neal. We decided to research her and we will be giving her a call to set up an interview. This is a short-term hiring. With our summer reading program happening at this time we, may put it off until Anna returns. However, in the interview we determine if the temp librarian can do it. The night of the band concerts will be covered by Tim again this year. He will learn the process of checking books out and in. The dates are of Anna's absence are June 19, 2023 until August 4, 2023.

Anna also informed the board of the Youth Services meeting that was held at the Sidney Library. This was a fun event with many great ideas exchanged on not only the summer reading programs but also all child programs.

Meeting was adjourned at 1:00pm.

