

William B. Ogden Free Library
Board of Trustees Meeting- Zoom
March 23, 2021

Attending: Library Director Heather Johnson, Bus. Manager Sheryl Edwards, Pres. Robbie Jean Rice; Members: Glenn Miller, Sandy Gregory, Rachel James, Jim Haggerty, Jessica Backus-Foster, Lynda Preiser, Kathy Harby, Matt Chambers, Scribe Kyrra Howard

Meeting was called to order at 7:01 PM by Pres. R. Rice.

The January minutes were sent by Secretary, L. Preiser. Corrections were made prior to the meeting, and G. Miller made a motion to accept the minutes as amended. This was seconded by J. Haggerty and approved.

S. Edwards gave her business report, which included the final payment of \$12,841 for Finishing Touch. We are waiting on the grant money from the state.

G. Miller gave the Construction Report. A key has been given to the police for entering the library when responding to alarms. Both the Walton fire and police departments have keys to respond.

H. Johnson gave the Director's Report. She highlighted an overview of the meeting with representatives on Library Advocacy Day, which was held virtually this year. R. Rice asked if there is a timeline for having in-person board meetings, and there is not, as yet. H. Johnson said that we are moving in a good direction as most of the staff are getting vaccinated, we are having outdoor events and ending the need to quarantine returned materials. H. Johnson will contact individual board members who need return their forms.

J. Haggerty gave the Grant Rogers Report. He announced a virtual concert on Saturday June 5th, which will be geared towards the Walton community. There will be another concert on July 11th under the library tent called Riding the Rails. There is possibility of collaboration with nearby railroad museums and historical associations. J. Haggerty will be contacting them.

A letter of appreciation will be sent to Mr. Curt Van Buren from the board for his work on the renovation project. The Trustees are planning an open house in the fall to honor the project.

H. Johnson is concerned that multiple companies having keys to the library. The board approved the idea to re-key the library after a motion by M. Chambers, which was seconded by R. James.

H. Johnson presented the board with a quote for a tent rental for Summer. This will provide shelter for the Summer Reading Program and other outdoor events. The

quote is from Morris Tent Rental for \$947. This includes the tent and 30 chairs for 6 weeks. H. Johnson will contact the company about being tax exempt. G. Miller brought up the issue of a way to secure the chairs outdoors, and a few options were suggested such as a chain or cable and lock. L. Preiser made a motion to proceed with the tent rental, which was seconded by R. James and approved.

R. Rice asked H. Johnson about having a staff member become a notary to provide that service to our patrons. H. Johnson researched the subject and explained that it would cost \$75 to apply and take the exam for the license. After consideration, the idea was tabled because the service would be tied to one licensed staff and their hours. R. James suggested to have a master list of notaries in Walton. L. Preiser said that the idea could be posted on a future community outreach survey.

H. Johnson provided statistics for Hoopla as we need to decide about renewing the subscription. The library has new patrons sign up every month for Hoopla and H. Johnson said that it has been a great service to have for accessibility during COVID. M. Chambers made a motion to renew Hoopla, which was seconded by G. Miller and approved.

H. Johnson discussed S. McCall's need for approval to mulch the grounds this Spring. G. Miller made a motion to allow H. Johnson and S. McCall to decide when to mulch and which mulch to use, which was seconded by M. Chambers and approved.

H. Johnson sent an email from S. Bachmann regarding future construction grant money. She asked the board to consider options for use of these funds and a few ideas were mentioned. The ideas included replacement of the Elevet, upstairs fire suppression system and redoing the floor on the main level of the library.

H. Johnson also brought up that replacement of the light in the local history room was not included in the latest replacement of the fluorescent lighting and it is not functioning properly. She asked for permission to contact K. Fisher at the end of April to see what he can do. She was granted permission.

The board discussed ideas for future construction projects and added rearranging the circulation desk and making it ADA compliant. M. Chambers suggested making a permanent pavilion where the tent will be placed so the library will not have to rent a tent every year. The idea of a small closet on the side of the pavilion for chairs to be stored was also mentioned. This idea was well received and the board suggested people to build it when the time comes.

R. Rice acknowledged that S. Edwards has been employed by the library for 30 years. K. Harby will be delivering a gift certificate to S. Edwards as thanks for her work.

The next meeting of the WBOFL Trustees will be Tues. May 25, 2021 at 7 PM.

A motion to adjourn at 8:13 PM was made by K. Harby, seconded by G. Miller and approved.

Respectfully submitted,
Lynda Preiser, Secretary
Kyrra Howard, Scribe