



Action Minutes
Library Board of Trustees

Meeting Date/Time: February 8, 2021 at 5:30 pm, Virtual Meeting - Zoom

Members Present: Tiffany Allen (Chair), Blaine Schmidt (Vice Chair), Lucas Beal, Nicole Klett, Ruth Morgan

Members Absent: Dawn Rivers, June Dunnick, James Stroud, Judson Williamson

Liaisons Present: Martha Brunstein (Friends of the Library), Tom Wiltberger (Foundation Chair)

Council Members Present: Jess Anderson (Council Liaison)

Staff Present: Susan Brown (Library Director), Karin Michel (Youth and Family Services Manager), Tracy Babiasz (Acquisitions Manager)

Agenda Item	Discussion Point	Motion/Votes	Action
Call to Order	Meeting called to order at 5:35 pm	N/A	N/A
Approval of Minutes	Approve November Action Minutes	Schmidt motioned Klett seconded	Unanimously approved
Friends Update	Martha Brunstein - Income is down but expenses are also down. Online bookstore = \$31,000 since August. Sales have leveled-off to about \$4,000/month. Membership is down by 100 people.	N/A	N/A
Foundation Update	Tom Wiltberger – Four new board members, looking to add a few more. Finalized the receipt of \$136,000 donation. Planning a March board retreat to lay out “where we’ve been and where we want to go”.	N/A	N/A
New Business/ Director’s Report	<p>Susan Brown – Budget for FY21-22: we have been asked to create a budget like last year’s. Last year we absorbed a \$100,000 cut b/w library and CA&C. We don’t have all the pieces yet. Additional cuts will have to be to collections. Reopening: starting to think about what the conditions might be and how we will reopen.</p> <p>Tracy Babiasz (Acquisitions Manager) and Karin Michel (Youth and Family Services Manager) – Plans to de-accession physical music collection: Less than 2 % of the CD collection was checked out in 2020. Removal of the CD collection will take place in the next few months, transitioning into digital music offerings, including TRACKS music library.</p> <p>Diversity Audit: Advancing the auditing of our new fiction purchases to make sure our collections reflect the makeup of our community. Plan to address nonfiction collections soon.</p> <p>Collections Update Presentation: Overall circulation is down.</p> <p>Collection Guidelines Update Jan2021: Vote to adopt diversity language in revised collection guidelines.</p> <p>Next Meeting May 10th 5:30</p> <p>There may be a special meeting needed to discuss budget priorities.</p>	Ruth Motioned Lucas Seconded	Unanimously Approved

Adjournment

Meeting adjourned at 6:29 pm

Blaine motioned
Lucas seconded

Unanimously
approved