

BREESE LIBRARY BOARD MINUTES

Board Secretary's Report 6/14/22

The meeting of the Breese Public Library Board was called to order by President Jean Steinman at 8:03 pm Tuesday, June 14, 2022.

Trustees: Present: Angie Becker, Mary L. Heeren, Bonnie Holzinger, Judy Kampwerth, Cyndi Riley, Jim Sprengel (via Zoom) and President Jean Steinman. **Absent:** Gwen Fischer and Yvonne Ratermann.

Also attending: Library Director Kelly Zurliene and City Council Liaison Gary Usselmann.

Opening Business: On a motion and second by Bonnie Holzinger and Cyndi Riley, the May minutes were approved. It was noted the date on the agenda should be Tuesday, June 14.

Treasurer's Report: The Treasurer's Report was reviewed and on a motion and second by Judy Kampwerth and Angie Becker, was approved on a roll call vote. The following comments were made:

- Library Director Kelly Zurliene noted the Magazine Room is done including photos from the Breese Historical Society which the library had enlarged. It was hoped renovation expenses would fall into last Fiscal Year but was partially carried over.
- The library's credit card was hacked. Kelly contacted the credit card company who removed the charges and sent a new card.
- Tempo Bank will transition to Scott Credit Union this (June 18-20) weekend. Account numbers will change. It's estimated that Scott CU will pay higher dividends on their CDs.
- Dieterich Bank will upgrade software in July – Kelly was notified of what services will be unavailable during the transition (mobile banking, telebanking, etc.). Should be no changes to the library's account.

Librarian's Report:

- Kelly is working on the annual report, primarily statistics. She estimated it at 100 pages or so.
- The library issued up to \$750 in non-resident cards in May and another \$700 to date in June, primarily to families outside the city limits and in surrounding communities. The average is \$300 or so a month. Possible reasons include parents/grands looking for morning activities before the pool opens especially those that are budget-friendly. The newly renovated Children's Room and Magazine Room are also a draw as well as the friendly, welcoming staff.
- Summer Reading has 108 kids registered; previous years totaled about 55. With a 50-person capacity in the Children's Room, staff will utilize Hannah's Playground and the All Saints Academy Cafeteria. This year's theme is "Read Beyond The Beaten Path." Activities include a Scavenger Hunt covering four Breese parks, tee-shirts, photos in the Breese Journal, etc. Kids are encouraged to read every day for 20 minutes during the month; a Bingo Party will be held at the closing.
- Story Time was filled two days after emails were sent to the parents of previous participants.

- Replacing salt-stained carpet squares in the north entrance is estimated at \$250; approval was given.
- Replacing the two Handicap parking signs will cost \$92 each; approval was given.
- Some electrical switches and outlets will be replaced at an est. cost of \$540. The bill will be turned over to the city.
- Some landscaping repairs are needed. She is getting a quote and will send the bill to the city.
- The bathroom sink is clogging. Gerstner's Plumbing has been notified; repairs are pending.

60th Anniversary:

- Activities are scheduled from 10 am to 12 noon Saturday, July 9, giving staff a chance to set-up and clean-up during working hours.
- Kelly presented a basket with reading-themed items for an attendance prize – looks good.
- Mary Beth Detmer priced cookies at \$70 for 100 – it was recommended that 125 be ordered.
- Lemonade and water will be available; small resealable bottles are preferred to pitchers and cups.
- Refreshments will be set-up in the Magazine Room; the Children's Room will be available for play.
- Kelly suggested a vinyl banner for the front entrance announcing the anniversary; approval was given.
- Canvas bags were priced at \$6.90; it was decided not to order the bags.
- Bookmarks listing the anniversary plus library hours, etc. will be ordered.
- Staff will be on hand to welcome visitors, give tours, etc.

Unfinished Business:

- Cyndi Riley checked with Applebee's ref. the annual dinner for board, staff, city representatives, etc. Applebee's charges a \$200 refundable deposit, has a room that would handle 35 people and offers a special but limited menu. Due to other activities in July, the annual library dinner will be in September or October.

New Business: There was no new business or Committee Reports.

The meeting was adjourned at 8:45 p.m. on a motion by Cyndi Riley and Bonnie Holzinger.

The next session is set for 8 p.m. Tuesday, July 12.

Jean Steinman, President

Mary L. Heeren, Acting Secretary