

**Board of Trustees Meeting
Dwight Foster Public Library
December 13, 2021**

Present: Rob Abbott, Tom Fick, Autumn Harden, Megan Hartwick, Rebecca Houseman LeMire, Kirsten Mortimer, Julie Olver, Eric Robinson, Diana Shull, Mike Wallace

Absent: Sara Podoll

Guests:

Call to Order & Introductions: The meeting was called to order at 9:30 AM by Tom Fick.

Approval of Minutes: The minutes of the November meeting were approved. (Wallace, Mortimer)

Progress on potential Food Truck event in 2022 – Autumn Harden & Julie Olver (Action: discussion/update)

- Move date to Fall – mobile vendors would be more available then. Summer schedules are filling up.
 - Looking at dates in September 2022. Sunday, September 18.
 - Eric will check with Project UNITY on the date.
- Autumn has scheduled a meeting with city council in January to authorize the road closure.
- Julie & Autumn will gather more info and present to the board again in January.

Board meeting dates and times - (Action: Potential adjustment to board meeting time)

- After looking at board availability, the current date and time seems to be the best time possible.

Public Input/ Communications: None

Approval of Bills: The payments for all November bills were approved. (Mortimer, Olver)

Director's Report of Financials and Services for November 2021:

November fines to City:	\$148.13
YTD fines to City:	\$1,006.73
November Revenue to City:	\$604.40
YTD Revenue to City:	\$4,081.15
YTD Total Deposits:	\$5,087.88

Director's Report Highlights:

- Amy Lutzke, assistant director & adult services librarian (among other duties over the years) will be retiring in June.
- Minnetta Lippert has agreed to be the next assistant director and add additional duties to her role.
- Circulation is about 57% higher than in 2020 and 13% lower than 'normal' years. The percentage comparison to 2020 is much higher as we were at curbside only service in 2020.
- Programming starting again
 - Adult book clubs have picked up again for two time offerings a month.
 - Children's story times programs returned in November 2021.
 - In November 2021, we began to offer Dungeons and Dragons drop-in programs for teens after school.
- The 'temporary card' called 'Three for Me' is now available. This is the library card used in specific situations where a patron may not have an address or they are a child who cannot have a guardian sign for a library card for them. Library has given out a few of these.

County contract for library services has been signed- Eric Robinson (Discussion)

- No issues to report

Update on Strategic Plan progress by Strategic Planning Committee - Kirsten Mortimer (Action: Update on progress of Strategic Plan)

- Board is appreciative and impressed by the staff and director's willingness to be responsive to the needs of the community and continuing to work within the strategic plan.

Friends of the Library (Julie Olver reporting):

- Friends met last week and started their 2022 planning.
- Friends will continue the book sale once a month—revisit idea in June.
- Friends are motivated to continue providing programming and boosting membership.

Adjournment: The meeting was adjourned at ??????? AM (Olver,Wallace)

NEXT MEETING: January 10, 2022 at 9:30 AM