

MINUTES
CITY OF LAUREL

08/13/2024

06:06 PM

Laurel Public Library

COMMITTEE MEMBERS PRESENT:

X Katie Fjelstad

X Arthur Vogeles – 6:28

X Kate Manley – Board Chair

X Paige Farmer

X Nancy Schmidt, Secretary

X Mary Nelson

X Clair Killebrew – Foundation Liaison

OTHERS PRESENT: None

1. Public Input

Citizens may address the committee regarding any item of city business not on the agenda. The duration for an individual speaking under Public Comment is limited to three minutes. While all comments are welcome, the committee will not take action on any item not on the agenda.

- a. Addressing the Board – None

2. General Items

- a. The minutes for July 2024 were presented for approval. Mary motioned the minutes be approved as presented, Katie seconded the motion. Motion passed.
- b. Correspondence – None
- c. Circulation Report – (compared to the same time period as last year) *Traffic*: up 3.1%; *circulation*: all items circulated totaled 5,131 (including 623 eBooks), book circulation was up 12.9%, media circulation was up 1.1%, eBook checkouts for this month was 13.3% of total book circulation, we circulated 833 items to partners and 229 items from other libraries; *computers*: internet use was down 37.5%, children’s use was down 76.7%, wi-fi use up 14.6%; *patron cards*: city patrons make up 64.7% of our registered users, county is 26.2% and state/out of county has 8.9% of our registered users.. There were 62 tech assists in July.

3. New Business

- a. The Public Library Standards have been completed for this year and shared with board members. We meet all required minimum protocols so we are eligible to receive the per capita funds through the state library.
- b. The Fall Retreat is being held in Chico Hot Springs on Sunday & Monday, Oct 6th – 7th. Anyone that want to attend needs to let Nancy know so she can get them registered and rooms reserved for everyone. Kate stated that she would like to attend and Paige was interested but couldn’t go this year.
- c. Library staff would like to close the library for the full Labor Day weekend. The community room is getting overloaded with donations from patrons. Mike and Eli would

like to have the building closed so it will be easier to clean up and move excess boxes to the shed until the next book sale. They are planning on clearing on Friday and finishing up whatever needs to be done on Saturday.

4. Old Business

- a. Our new board member, Paige Farmer, was welcomed by all board members. We are very excited to have Paige on our library board and look forward to her input and ideas to help us move the library forward.
- b. Just a quick notice that over the next few weeks, Mike, Eli, and Chris will be taking some vacation and personal time off during August. Most of the library staff have an abundance of vacation and personal time available that will need to be used before next March and June. Arthur proposed the idea that we reduce public hours during the week to help with time off. This will be considered but doesn't seem likely at this time.
- c. The full general fund budget has been given to the council for review. This will be discussed next week at the council workshop. The board requested that Nancy attend the council workshop and meeting just in case there are any questions concerning the library.
- d. The soffit and fascia are on the agenda just for updates. We aren't able to move forward with this until after the budget passes.
- e. Our summer reading program/Book Buzz was very successful again this year. We had 478 children and 266 adults attend the 8 programs this year. Compared to 357 children and 213 adults attending in 2023. We are surprised at the higher numbers considering that we didn't have the lunch program going at the same time like in summers past. If we hadn't had Michelle working on her practicum, we wouldn't have had enough people working to keep our library open full time.
- f. Board elections were held. Kate will remain as Board Chair, Mary as Vice-chair, and Arthur as the Federation Representative.

5. Other Items

- a. Upcoming Items: There is a Trustee training being held in Columbus on Friday, August 30th a.m. It is being held at Down Home on the Yellowstone, a new book store in Columbus. There is no charge for this training and anyone is welcome to attend.
- b. The next Federation meeting is Saturday, September 28th in Roundup.

6. Announcements

- a. The next regular meeting is September 10, 2024 at 6:00 pm in the library community room. A Zoom link will be added to the next agenda.

Meeting adjourned at 7:10 pm.

Respectfully submitted,

Nancy L Schmidt

Nancy L Schmidt
Library Director
Secretary for the Board

NOTE: This meeting is open to the public. This meeting is for information and discussion of listed agenda items.

Join Zoom Meeting

<https://us06web.zoom.us/j/81873158498?pwd=zpwR85eU1wFSuOb0NeXntgr8ZlsxYp.1>

Meeting ID: 818 7315 8498

Passcode: 551579