

Spirit Lake Library Board Meeting

April 3, 2023

Present at the meeting: Roger Brockshus, Christa Butler, Carolyn Butterworth, Frank Christenson, Cindy Davis, Matt Early, Heather Kalkhoff, Vicki Perry

The meeting was called to order at 5:14 p.m. by president Christenson. Minutes of the March 6, 2023, were read by Butterworth. Butler moved, seconded by Perry, that the minutes be approved. Motion carried.

Cindy will send copies of the financial reports. Bills total \$3,566 for library materials and \$1,534 for other expenses. General fund receipts include \$5,000 from the City of Orleans and \$480.20 miscellaneous. The Friends of the library had expenditures of \$1,980 for the Summer Reading Program and \$867.95 in receipts. Motion by Early, seconded by Perry, to approve the reports. Motion carried.

Correspondence: The library received a thank-you note from Abi Slater who job shadowed at the library.

Davis summarized the recent minutes of the Friends meeting, which we received via email.

The circulation of audio CDs and Bridges audio are being reviewed. By comparison, there were 5,400 audio CD check outs in 2014 and 3,400 in 2019, compared with 2,200 in 2022. There were 5,600 audio downloads from Bridges. The consideration with Bridges is whether to spend money for an intangible, as the library does not own the materials.

Building update: The electrical panel work will take place April 6, with the Library opening at 11:00 that day, and April 7 when the library will be closed for Good Friday. It was mentioned that the exterior of the building needs painting. It isn't known if these repairs/improvements will be paid for with library funds or if they will be considered capital expenses covered by the City.

In new business, Heather Kalkhoff was welcomed as a new library trustee. The resignation of Danielle Dawn was accepted in a motion by Butterworth, seconded by Perry. Motion carried. Cindy will search for a new employee for the circulation desk. Also a suitable custodian has not yet been found.

Budget items were discussed. The City has requested that the library cut back on expenses, including travel and education and possibly the Hot Spot subscriptions. These discussions were tabled.

A streamlined evaluation tool was circulated. No action was taken.

The current Health Policy was passed. No changes were made at this time.

The next regular meeting of the library board will be Monday, May 1, at 5:15 p.m.

Respectfully submitted,

Carolyn Butterworth
Secretary