

**Wolcott Public Library
Board of Trustees Meeting
May 18, 2022**

Board Members Present: Bob Reed, Steve Monroe, Bobby-Jo Mendenhall, Ginny Keenan, Director-Dottie Patt, Terry Van Fleet, Deb Lewis, Bookkeeper-Kristl Spalding

Call to order – The meeting was called to order at 6:34 pm by President Bob Reed.

Minutes of the last meeting – Minutes of the April meeting were reviewed. Motion made by Bob and seconded by Deb to approve the minutes. Motion carried.

Treasurer's Report – The April financial reports were reviewed and Kristl presented the high points. The budget is on target year-to-date. Kristl reported the library has \$400 for digital classes from a previous grant.

Circulation report - The circulation reports for April were reviewed. The numbers still continue to be consistent with prior months with total circulation of 1485 for books and materials and 272 for electronic books/audio and/or magazines checked out.

Library Manager Report:

Coordinated Construction Project for network rewiring grant – The application for this project has been accepted and it is moving along.

Donation from Interact Club at NRW High School – Dottie has been notified the class of 2025 is doing a fund raiser to benefit the library.

Wolcott Rotary – Dottie let the Board know the Wolcott Rotary will be using the library for their meetings.

Carpet Cleaning – The library carpet was recently cleaned to maintain the library.

Front Garden Changes – Dottie told the Board the bushes in front of the library porch are getting tall and suggested moving them to the side of the library. Bob will look into trimming them instead of moving and replacing them.

Cyber Security Insurance Coverage – Ron at Pioneer Library System has recommended it for all libraries. Dottie is inquiring about quotes.

Updated Board Members Staff Contact Information – The updated contact list was distributed to the Board.

Annual Budget Vote – Dottie distributed the recent NRW School annual budget vote and election results which supported an increase for the library.

Conflict of Interest & Whistleblower annual forms – Reminder, these forms need to be signed again this year by each Board member and returned to Dottie.

Old Business

Summer Reading Program– Dottie is still working on the Summer Reading program. Bobby-Jo will work with Dottie to get the program announcement in the school newsletter.

New Business

Code of Conduct policy – Dottie distributed a draft revision of the policy. Board reviewed the policy. Motion made by Bobby-Jo and seconded by Steve to approve the policy. Motion carried.

Adult Digital Literacy classes – Ginny reported The Public Library Association in partnership with AT & T, has announced a new grant opportunity to support public libraries in providing digital literacy workshops. The application window is now open. The Board approved applying for a grant to help pay for the library digital workshops for the community.

Date of next meeting – The next **Board of Trustees meeting will be held on Wednesday, June 15, 2022,** at 6:30 p.m.

The meeting was adjourned at 6:58 pm.

Respectfully submitted,
Ginny Keenan, Board Secretary