

**Minutes of the James River Valley Library System Board of Directors**  
**Library Board Meeting**  
**Wednesday, February 8, 2023**

Board members present were Pam Phillips, Robert Hoekstra, Char Freeberg, Emmy Roorda, Joan Morris, Gail Martin, and Jackie Barnes. Also present were Library Director Joe Rector, Assistant Director Jill Pfaff, and Friends member Katie Webster. Absent was *City Ex-Officio* David Schloegel.

Pam called the meeting to order at 3:30 pm.

APPROVAL OF THE MINUTES

Robert made a motion to accept the January 11 minutes, seconded by Jackie. Unanimous aye. Motion carried.

REMARKS FROM THE PRESIDENT

Pam reported the County Commission met yesterday and discussed Memorandum of Understanding between the City and County. The Commission agreed to a one year extension of the MOU. Commissioner Morris motioned to create a committee to discuss the options if the County decides to split from the City.

REPORT FROM THE FRIENDS

Katie Webster reported the Friends met yesterday to discuss replacement of Blackbaud/eTapestry. They are currently looking for a new vice president after their previous one resigned. They are starting another membership drive and plan to do this annually. The Friends are also looking forward to plans in April for Love your Library Week.

FINANCIALS

Joe gave the financial report for the month of January.

BILLS TO BE PAID, PAYROLL AS PAID, AUTO PAY PAID, AND AMAZON TO BE PAID

Robert made a motion to approve the bills to be paid, the payroll as paid, auto pay as paid, and \$1260.26 Amazon EFT, seconded by Emmy. Roll call vote showed 7 ayes, 0 nays. 0 absent. Motion carried.

CERTIFICATE OF DEPOSIT REQUESTS

Joe reported the certificate of deposit requests are not ready for approval yet.

WATER INCIDENT REPORT

Joe reported patron traffic is coming back nicely since the complete reopening of the library after the water damage. Joe said there is no new update from insurance. The insurance company is also waiting for JRVLS to report back with the actual cost of the books that need to be replaced including documentation.

USDA DOCUMENT APPROVAL

Jackie made a motion to approve the USDA Document as presented by Joe, seconded by Gail. Roll call vote showed 7 ayes, 0 nays. 0 absent. Motion carried.

#### RAISE REQUESTS FOR TOMMIE STROH AND EMILY KUDRNA DUE TO PROMOTIONS

Char made a motion to approve raise requests of \$16.50/hr for Emily Kudrna and \$17.00/hr for Tommie Stroh, seconded by Robert. Roll call vote showed 7 ayes, 0 nays. 0 absent. Motion carried.

#### RAISE REQUEST FOR JILL PFAFF

After a discussion was held, the library board decided by consensus to put the raise request for Jill Pfaff on next month's agenda.

#### REQUEST TO CONTRACT PAYROLL WITH LEANN FUCHS

Robert made a motion to contract payroll with LeAnn Fuchs, seconded by Char. Roll call vote showed 7 ayes, 0 nays. 0 absent. Motion carried.

#### REQUEST TO REPLACE ETAPESTRY/BLACKBAUD; COST-SHARING WITH FRIENDS

Gail made a motion to replace eTapestry/Blackbaud with Bloomerang, seconded by Robert. Roll call vote showed 7 ayes, 0 nays. 0 absent. Motion carried.

#### REPORT OF THE LIBRARY DIRECTOR

- Joe presented statistics for the month of January
  - Patron count: 3,698
  - Patron cards: 7,446
  - Libby/Overdrive usage: 1,811
  - Hoopla usage: 264 uses for a total of \$597.21
  - Item usage: 5,989
  - Computer usage: 293 (ADPL) and 181 (SCL)
- Joe reviewed HB 1205 and SB 2123 with the library board, as they concern public libraries and librarians.
- Joe thanked those of the library board that donated to the staff event. The staff had dinner and took part in a murder mystery party.

#### NEXT BOARD MEETING

Next regular board meeting Wednesday, March 8, 2023, 3:30 pm. SCL was suggested as a location for the upcoming meeting.

#### ADJOURNMENT

Robert made a motion to adjourn at 4:53 pm, seconded by Jackie.

Respectfully submitted,

Jill Pfaff