

Minutes of the James River Valley Library System Board of Directors
Library Board Meeting
Wednesday, March 13, 2024 (amended)

Board members present were Pam Phillips, Robert Hoekstra (arrived at 3:19 pm), Char Freeberg, Emmy Roorda, Joan Morris, Jackie Barnes, and *City Ex-Officio* David Schloegel. Absent was Gail Martin. Also present were Library Director Joe Rector and Assistant Director Jill Pfaff.

Pam called the meeting to order at 3:00 pm.

APPROVAL OF THE MINUTES

Char made a motion to accept the February 14 minutes, seconded by Jackie. Unanimous aye. Motion carried.

REMARKS FROM THE PRESIDENT

Pam read a thank you note addressed to the library board members from Gail Martin.

FINANCIALS

Joe gave the financial report for the month of February.

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

Emmy made a motion to approve the bills to be paid, the payroll as paid, auto pay as paid, and \$1,415.18 Amazon EFT, seconded by Char. Roll call vote showed 5 ayes, 0 nays. 2 absent. Motion carried.

WATER INCIDENT UPDATE

Joe reported the ceiling tiles should be replaced next week. ADPL will be closed beginning April 4 to prepare for the flooring project. The flooring project is planned for April 8-12 and if all goes well, ADPL will reopen April 17.

SECURITY GRANT RECEIVED

Joe informed the board the library received a grant, which Jennifer Senger applied for, in the amount of \$11,340 from the State Library for security camera equipment.

REVIEW EMERGENCY MANUAL

Joan requested the addition of data back-up information.

Char made a motion to accept the Emergency Manual presented by Joe, with the changes as discussed, seconded by Emmy.

REPORT OF THE LIBRARY DIRECTOR

- Joe presented statistics for the month of February
 - Patron count: 3,767
 - Patron cards: 7,992
 - Libby/Overdrive usage: 2,159
 - Hoopla usage: 394 uses for a total of \$903.79
 - Item usage: 7,241
 - Computer usage: 854 (ADPL) and 224 (SCL)

- Staff meeting discussed book review, timing of ADPL closure, & Emergency Manual
- The book review of the Children's is nearly finished and will be complete before the deadline
- Meetings planned for Masonic Building
 - Q&A with the Library Director – March 19, 6:30 pm
 - Architect Q&A – Sat., April 13, 1-4 pm
 - Puzzle competition – April 27, 2-4 pm
 - Wills & Estate planning with Steve Ottmar – May
 - Harry Potter-themed event – June

NEXT BOARD MEETING

Next regular board meeting Wednesday, April 10, 2024, 3:00 pm, SCL.

ADJOURNMENT

Pam adjourned the meeting at 3:43 pm.

Respectfully submitted,

Jill Pfaff