

Montmorency County Public Libraries  
Library Board Meeting  
October 10, 2022

Call to order

President Robin Smiley called the meeting to order at 1:04 p.m. at the Hillman Branch of the Montmorency Public Library.

Board Members Present: (in alphabetic order) Mary Burek, Ellen Klein, Robin Smiley, Diane Tokarski, and Pat West.

Board Members Absent (in alphabetic order): none.

County Commissioner: None

Staff Members Present: Lori Haas-Director.

Visitors: None

**Approval of Agenda**

**Mary Burek made the motion to approve the agenda as written, Ellen Klein seconded. All in favor, motion carried.**

**Approval of Bills**

**Pat West made the motion to accept the bills as presented, Diane Tokarski seconded. All in favor, motion carried.**

**Minutes of Meeting**

**Ellen Klein make the motion to accept the minutes, Robin Smiley seconded. All in favor, motion carried.**

**Public Comments**

**none**

**Old Business**

There have been no changes to the COVID Safety Plan.

**New Business**

Pat West declined to continue as secretary of the library board and will resign from the board when this term has expired. Ellen Klein also stated that she will be retiring from the board in the near future.

**Director's Report**

Lori Haas discussed the financial report, figures are looking good.

The Librarians reports:

Juli from Hillman reports: August report.

Total circulation - 940, Curbside pick-ups - 0, Patrons signed in to choose their own materials - 1174, Laptops checked out - 4, Inside computer lab users - 209, Phone calls - 263, Patrons needed copies/faxes/scans - 121, Notarizations - 1, New library cards - 15, Items cataloged and added to our collections - 70, Laminating - 2, WI-FI - 176, Puzzles- 7, Hotspots- 13.

Another month has come and gone! We were busy getting ready for the book sale over VJ Day. It was very busy. We sold lots of books, and we were able to clean out the storage shed in the process. Story hour has been going great! We have had 5 children that are attending each month. We have a few others that stop in if they are free. The fireplace getting put in. The community room will be nice and toasty this winter with it in there. The book club is meeting in August to discuss the book "The Women of the Copper Country". Hotspots have been going out as fast as they come in. Everyone really likes having these devices available since they cannot get internet at their homes in Hillman. Jake has updated the checkout computer; he replaced the tower with one of the laptops. After a few minor glitches, everything is working great now! Thanks, Jake!!!!

Have a great day!

Juli

September report: Total circulation - 774, Curbside pick-ups - 0, Patrons signed in to choose their own materials - 725, Laptops checked out - 0, Inside computer lab users - 108, Phone calls - 178, Patrons needed copies/faxes/scans - 95, Notarizations - 3, New library cards - 6, Items cataloged and added to our collections - 36, Laminating - 0, WI-FI - 117, Puzzles- 1, Hotspots- 8. We are sad to see the summer end, but we have some exciting things happening this fall in Hillman. Our new fireplace is in, and it looks BEAUTIFUL! We also have a few new furniture pieces for you all to enjoy when you are here, so stop in and enjoy a cup of coffee, and a good book while relaxing by the fire. We are starting the Lego club up in October, this will run for 6 weeks, and will be for grades 3<sup>rd</sup>-5<sup>th</sup>. We also have story hour going on for the toddlers; we had 8 toddlers that participated in September. We can't keep the Hotspots in the library. Everyone wants them, they are very popular

Thank you, have a great month!

Juli

Nicole from Atlanta reports: August report

Statistics:- 717 Total Circulation, 0 Curbside pick-ups, 234 Patrons signed in to choose their own materials, 0 Laptops were checked out, 136 Inside computer lab users, 256 Phone calls, 69 Patrons needed copies/faxes etc., 5 Notarizations, 12 New library cards, 57 Items cataloged and added to our collections, 0 Items laminated, 4 Games/puzzles/story kits, 148 Random people came to visit. The library finished up summer reading program in July, we were then able to hand out all program shirts to the kids. Everyone was quite happy for their new shirt. August 8<sup>th</sup>-13<sup>th</sup> we celebrated National Book Lovers Day which fell on the 9<sup>th</sup>. Patrons checking out a book that week received a free book to then keep and kids got a little prize for also checking out a book. We decorated the library with some heart décor to celebrate.

As summer winds down we find ourselves with some more free time in the library being able to get through more cataloging, relabeling books and starting to do some weeding. All of our new Atlanta employees have settled in great and it's a pleasure to work with them all. I'm still learning new things every day that I'm here and enjoying it as I go.

Thank You,  
Nicole Kinney

September report: 687 Total Circulation, 2 Curbside pick-ups, 236 Patron grab and go for materials, 0 Laptops were checked out, 106 Inside computer lab users, 135 Phone calls, 98 Patrons needed copies/faxes etc., 2 Notarizations, 9 New library cards, 61 Items cataloged and added to our collections, 0 Items laminated, 2 Games/puzzles/story kits, 115 Random people, 6 Hotspots. Summer has finally calmed down around here. We are now getting into the flow of less summertime traffic and able to get ahead of things including cataloging more books to add a nice variety to our collection. Janet and I started a "Like This Book Read This Book" display to help patrons expand on authors they may haven't heard of or too nervous to try out. We have been starting to weed the collection and updating anything that needs to be fixed. Kim has started Story hour and had a few kids come out for that. She will also be starting the home school group and had a good turnout of parents that came in to discuss what they hope to get out of having the group. There has been a lot of interest so we are excited to see how it goes.

Thank You,  
Nicole Kinney

Wendy from Lewiston reports: August report

Stats are as follows: 722 Total circulation, 0 curbside pick-ups, 225 patrons signed in to choose their own materials, 0 laptops checked out, 198 inside computers lab users, 218 phone calls, 80 patrons needed copies/faxes/scans, 7 notarizations, 16 new library cards, 0 items cataloged and added to our collection, 0 laminations, Hot Spots 7. So I thought July went fast. I didn't even see August either! Timber Fest was just ok; I had great help, Avery and Parker Huston. Not too many stopped by for our toolbox kit. I do believe it was due to the way they put us on the schedule of events, that will be different for next year. With that being said, we had a few toolboxes left over and used them for the craft at the Farmer Market. The Hot Spots are a great addition to our libraries, our patrons and the work that work from home with unreliable service loving them. Chelsey is doing great with cataloging; she has picked it up with ease! Lori came over and cleaned out the shed and set up an indoor sale that went great. Our computer class with Jake was a no show this month. Other than that we all have doing well and getting ready for fall our story time in September.

Have a great day,  
Wendy

September report: Stats are as follows: 718 Total circulation, 0 curbside pick-ups, 210 patrons signed in to choose their own materials, 8 laptop checked out, 172 inside computers lab users, 153 phone calls, 93 patrons needed copies/faxes/scans, 5 notarizations, 21 new library cards, 58 items cataloged and added to our collection, 0 laminations. I am leaving for vacation on Saturday 10/1, and will return to work on Tues, 10/18. This report was not generated at that time. I will include them in next month's report. We have slowed down here at the library; I do believe some of the snow birds have flown the coop. We are starting to make plans for our winter weeding and refreshing the library shelves as we do each winter. I am so proud of Chelsey!! She did all the cataloging this month (I did 2 lol) with very little help from me! She is a great asset to our team! Cindy is also doing great, even though she and I don't see each other very often. I check in with her every week as we rotate our Saturdays. Our hotspots can't be kept here very long. The minute they get checked back in they are out the door. We have very happy patrons. We set up a "fall into a good book" table with great reads, picked from our shelves. I love doing a feature table. It's fun to pick out all the books you think patrons will enjoy. I sure hope you have a great few weeks and I will see you all when I return.

Wendy

### **Next Meeting Schedule**

The next meeting is scheduled for November 14, 2022 at the Lewiston Branch at 1:00 p.m.

### **Adjournment**

**Diane Tokarski made the motion to adjourn the meeting at 1:36 p.m., Robin Smiley seconded, all in favor, motion carried.**

Respectfully submitted,  
Pat West