

Montmorency Public Libraries
Library Board Meeting
March 13, 2024
Approved

Call to Order

- President Robin Smiley called the meeting to order at 1:01 PM at the Lewiston branch of the Montmorency public library.
- Board Members Present (in alphabetical order): Mary Burek, Nancy Render, Robin Smiley, Diane Tokarski and Pat West
- Board Members Absent (in alphabetical order): N/A
- County Commissioner: N/A
- Staff Members Present: Lori Haas —Director
- Others Present: None

Approval of Agenda

- A correction of the agenda was necessary to remove “The election of officers.”
- Pat West made the motion to approve the motion with correction
- Seconded by Diane Tokarski.
- All in favor motion carried.

Approval of Bills

- Nancy Render made the motion to accept the February bills as presented
- Seconded by Robin Smiley.
- All in favor motion carried.

Minutes of Meeting

- Robin made a motion to accept the minutes, with the following corrections:
 - Remove “Nancy Render has volunteered to be the new secretary” as that was approved in the election of officers.
 - In the director’s report, change “receiving grants from Habitat for Humanity”, to “applying funds.”
- Motion seconded by Mary Burek.
- All in favor motion carried.

Public Comment

- None

Old Business

- A design update on the Atlanta Library Construction Project was presented by Lori Haas.

Montmorency Public Libraries
Library Board Meeting
March 13, 2024
Approved

New Business

- **Motion was made by Diane Tokarski to change the next meeting to April 1st, to meet the requirements of the millage deadline.**
- **Seconded by Pat West.**
- **All in favor motion carried.**

Directors Report

- Lori Hass reported the AT&T Lines that were down last month, impacted the Atlanta Library due to the fact that their Firewall was not updated.
 - Corrections were made, and system is now secure.
- Discussed the Brush Creek grant to each library.

Library Reports:

Wendy from Lewiston reports:

Total Circulation: 535

Curbside Pickup: 0

Grab-and-go material: 227

Laptops checked out: 0

Inside computer lap users: 212

Phone Calls: 213

Patrons needing copies or faxes: 94

Notarizations: 3

New library Card: 6

Items Catalogues and added to Collection: 63

Items laminated: 0

Games/Puzzle/Story Kits: 0

Random People: 238

Hotspots: 5

Good afternoon Ladies,

February was a busy month for us here in Lewiston. We could not believe all the people that were coming in, it was great! Nothing makes your day go faster than being busy all day. We have a group of ladies that have been coming in from 10AM to 4PM to do Rug hooking in the meeting room, and they are some of the nicest ladies. They love our Library! Story was a bust again, Chelsey was really disappointed again. Our fortune Teller Fish take-away did okay. We still have quite a few left. Chelsey and I received some great donations, and have been working hard to get them catalogued. She has also been working on our DVD collection and has added a lot. Our patrons have been very excited to see all of the new add ins. Other than that, we have been staying very busy, and we love that.

Thank you, Wendy

Montmorency Public Libraries
Library Board Meeting
March 13, 2024
Approved

Nicole reports from Atlanta:

Total circulation: 610
Curbside pickup: 0
Grab and Go material: 222
Laptops Checked out: 0
Inside computer lab user: 83
Phone calls: 160
Patrons needing copies, faxes, etc.: 90
Notarizations: 1
New library Cards: 6
Items catalogued and added to our collections: 29
Items laminated: 1
Games/Puzzles/Story Kits: 5
Random People: 150
Hotspots: 6

February we decided to hold a meeting with the Branch librarians and Lori. It was a great idea to get together in person and talk about everything going on at the library. It was also nice to feel like everyone was on the same page about different questions. When we only ever talk to one another over the phone. We all look forward to keep doing the meetings in the future.

Our new hire Kim Anderson got a couple weeks of training in Atlanta before sending her over to hillman to work. She is very nice and friendly with Patrons. By the time she was done her she was already catching on to most of the WorkFlows programming and I'm confident she will do great over there to.

Not too much in the ways of activities this month. There was a take-home activity for kids, we had 45 projects and most of them are gone. I have finally sorted all the old books behind my desk left from previous years and catalogued what I could. I just hope now we will get some more donations in. Yes, I'm still working on Non-Fiction. I love to reorganize and fix all the records, even though it takes me extra time. I like knowing that they are correct for everyone else now too. Also forgot to add that I had a zoom meeting about using a new program to be able to make records for books if we don't have them in our WorkFlows. Now if the other ranches have issues putting books into their libraries, we will be able to pull from here.

Thank you,
Nicole Kinney

Montmorency Public Libraries
Library Board Meeting
March 13, 2024
Approved

Juli from Hillman Reports:

Total circulation: 770
Patron count: 696
Laptops Checked out: 0
Inside computer lab user: 99
Phone calls: 188
Patrons needing copies, faxes, etc.: 72
Notarizations: 8
New library Cards: 7
Items catalogued and added to our collections: 37
Items laminated: 0
Wifi: 121
Games/Puzzles/Story Kits: 66
Hotspots: 3

Good afternoon everyone. I hope you are all enjoying this spring weather, we sure are. We are starting to see more patrons out now that the weather is getting nicer. We are happy to have Kim Anderson with us now. She is doing a great job and is very eager to learn new things every day. For this month, we read about the snow melting and the birds coming back. The children then made cereal bird feeders to take home. The kids ate just as many as they used for feeders I think. This month the kids got to enjoy Fortune Teller Fish as a Take-A-Way Science Lesson. They thought these were really cool. The kids had to try them out on their parents even. We are still in the process of weeding out and redoing the spin labels on all of the Non-Fiction section. I have been busy working on plans to start up the Lego Club again in April also. Thanks, and have a wonderful day!
Juli

Next Meeting Scheduled

- The next meeting is our annual meeting scheduled for April 1, 2024 at the Hillman branch of the Montmorency County Public Library at 1:00 pm.

Adjournment

- **Pat West made a motion to adjourn the meeting at 1:50 PM**
- **Seconded by Diane Tokarski**
- **All in favor motion carried.**

Respectfully submitted,
Nancy Render