

**Peru Public Library District
Board of Trustees
Regular Meeting
14 April 2022
6:00 pm**

Present: Jean Carter, Linda Hiltabrand, Mary Lindenmeyer, Doug Olivero, Larry Sittler, Mike Watts, Bo Windy and Director Charm Ruhnke

1. Call to order: President Mike Watts called the meeting to order at 6:00pm.
2. Changes to the agenda: Items b – Hot water heater, c – PPRT, d – Lira water detection sensor kit, and e – Sidewalk were added to the Librarian’s report.
3. Public comments: There were no public comments.
4. Approval of minutes of March 2022 meeting: Linda Hiltabrand moved to approve the minutes of the March 2022 meeting, Larry Sittler seconded. The motion carried.
5. Financial report
 - a. Approve disbursements for April 2022: Doug Olivero moved to approve disbursements for April 2022, Bo Windy seconded. The motion carried.
 - b. Accept financial report for April 2022: Larry Sittler moved to accept the financial report for April 2022, Doug Olivero seconded. The motion carried.
6. Correspondence: There was no correspondence.
7. Librarian’s report
 - a. Vinyl wraps: Director Ruhnke ordered digital graphics in the form of vinyl wraps to be applied to the elevator doors. The graphics will feature the library’s tree logo and will include information directing patrons to the proper floor. While on the subject of the elevator, Director Ruhnke informed the board of a mechanical issue with the

elevator the previous day. Repair was made promptly.

- b. Hot water heater: The hot water heater has developed a leak. While it was installed 7 years ago, it has a 12-year warranty. The library is working with Menards to resolve the issue.
- c. PPRT: The board received a handout, *Fiscal Year 2022 Estimate for Replacement Taxes*, from Director Ruhnke. The 2023 estimate will not be available until June of this year.
- d. LIRA water detection sensor kit: Members of Lira will employ water detection sensor kits, a wireless sensor that will send a notification to Charm if a water leak is detected in the library after hours.
- e. Sidewalk: The sidewalk lamp outside the lower level entrance is no longer working. Charm will obtain quotes for the following options;
 - I. To remove the existing light fixture
 - II. To replace the light fixture
 - III. To replace all sidewalk lights, upper and lower, with matching units.

This item will be on the May's agenda under Action and/or discussion items.

8. Prior meeting follow-up

- a. Owl – Blinky: The OWL camera purchased by the library is working out well. The staff named the device Blinky due to its blinking lights.

9. President's report: The President had nothing to report.

10. Executive session: There was no call for executive session.

11. Action and/or discussion items

- a. Strategic planning: Amanda Standerfer reported to the Board that 120 patrons responded to the survey, twenty-nine volunteered to participate in focus groups. Amanda will share The Learning Report, compiled from

data collected, at the May Board meeting. If completed, the strategic plan will be on the agenda in June with adoption at the July meeting. (Please note, the Learning Report is delayed until after the Planning Committee meets on 13 May, results will be distributed at the June board meeting.)

12. Board Orientation: Charm walked the Board through the process of adding to the library's collection, how items are purchased and how the items are chosen. She also touched on the process of laminating and cataloging before the items hit the shelves.

13. Adjournment: There being no further business, the meeting adjourned at 7:08 pm.

Submitted by: Jean Carter/Secretary