

**Regular Meeting
Peru Public Library District
Board of Trustees
9 March 2023
6:00 pm**

Present: Present: Jean Carter, Linda Hiltabrand, Mary Lindenmeyer, Doug Olivero, Larry Sittler, Bo Windy, Mike Watts and Co-Directors Melissa Keegan and Emily Schaub

1. Call to order: President Mike Watts called the meeting to order at 6:00 pm.
2. Changes to the agenda: Under 8. Prior meeting follow-up, item c. Seal coating was added.
3. Public comments: There were no public comments.
4. Approval of minutes of February 2023: Mary Lindenmeyer moved to approve the minutes of February 2023, Larry Sittler seconded. The motion carried.
5. Financial report
 - a. Approve disbursements for March 2023: Larry Sittler moved to approve the disbursements for March 2023, Mary Lindenmeyer seconded. The motion carried.
 - b. Accept financial report: Doug Olivero moved to accept the financial report, Bo Windy seconded. The motion carried.
6. Correspondence
 - a. Senator Sue Rezin: A thank you was received from Senator Sue Rezin for the library's participation in the Valentines for Seniors Card Drive.
 - b. A thank you was sent to Dianna Denny for her donation to the library in memory of Trina Duncan Finn.
7. Librarian's report
 - a. PrairieCat has given the library permission to advertise the new online catalog, Vega Discover. This will replace the present one , Encore. Libraries have found Vega Discover easier to navigate – more user friendly.
 - b. Program Librarian Marti Pack is adding future events for patrons. She is presently working a Wellness Wednesday program. The library will host the popular Incredible Bats program in July.

- c. Catie Calderon, Youth Services Manager, is also adding programs. A new youth study group offers a quiet space for students to do homework or work on group projects while highlighting features of the library they may find helpful.
- 8. Prior meeting follow-up
 - a. Youth circulation desk project: The Youth circulation desk project will be delayed until next fiscal year while the architect searches for a new interior designer.
 - b. Decennial Committee: The committee will be created by June 10, 2023 meeting deadline requirements.
 - c. Seal coating: The library received 1 bid for coating and patching the parking lot. Two to three more bids are being sought.
- 9. President's report: There was no President's report.
- 10. Executive session: There was no call for executive session.
- 11. Action and/or discussion items
 - a. Risk Management Plan review and approve revisions: Linda Hiltabrand moved to adopt the Risk Management Plan with approved revisions, Bo Windy seconded. The motion carried.
 - b. Code of Conduct Policy review and approve revisions: Linda Hiltabrand moved to adopt the Code of Conduct Policy with approved revisions, Mary Lindenmeyer seconded. The motion carried.
 - c. Identity Protection Policy review: The Identity Protection Policy was reviewed – no action taken.
 - d. Raising incoming out of state OCLC postage fee: Larry Sittler moved to approve raising the current out-of-state OCLC postage fee from \$3.00 to \$4.00, Doug Olivero seconded. The motion carried.
- 12. Board Orientation: Co-Director Emily emailed Board members 4 items/publications to review in order to fulfill Board Orientation requirements.
- 13. Adjournment: There being no further business, the meeting adjourned at 6:33 pm.

Submitted by Jean Carter/Secretary