

**Middleton Public
Library board Meeting Minutes
October 13, 2020 @ Middleton Trolley Station**

3:05 p.m.-Called to order by Kassie Knapp

Attendance: Kassie Knapp, Don Watt, Marie Knapp, Mark Christiansen, Jim Taylor, Carrie Huggins, Jennifer Barr

Motion and Action: To approve agenda

Motioned by Don Watt, **Seconded by** Marie Knapp

Motion passed unanimously

Motion and Action: To approve previous minutes from September 18, 2020.

Motioned by Mark Christiansen, **Seconded by** Marie Knapp

Motion passed unanimously

Motion and Action: To receive the Treasurer's Report.

Motioned by Jim Taylor, **Seconded by** Marie Knapp

Motion passed unanimously

Director's Report: (see attached)

It was requested that review of the library's vision statement and future direction of the library be put on the agenda next month as an action item, in conjunction with the budget.

The next meeting will be on November 10, 2020 at 5:30 pm. It was suggested that we try to hold meetings at a regularly scheduled time, dependent on the Trolley Station being available.

4:32 p.m.-Motion and Action: To adjourn the meeting.

Motioned by Jim Taylor, **Seconded by** Kassie Knapp

Director's Report October 13, 2020

Middleton Public Library Stats

September

	<u>OverDrive</u>	<u>Axis 360</u>	<u>Physical</u>
Total Checkouts	513	18	5085
Computer Sessions	82		
Boots Thru Door	2926		
Average per day	139		
New Items Added	193		
	<u>Total</u>	<u>Revenue</u>	
Non-Resident Cards	18	\$540	
New Resident Cards	14		

Programs

Storytimes Dates	Staff time	Adults	Children	Total cost	Total actually spent
6 9/1/2020-09/29/2020	8 hrs. 20 minutes	42	89	219.33	24.98

<u>Programs Attendance</u>	<u>FY2019</u>	<u>FY2020</u>
Adults	1386	1430
Children	4935	4940

Programs Cost: \$6756.52 – \$3340.83 (Programs specific grants) = **\$3415.69 Avg of 54 cents per person**

Kit-Tivities-Monthly themed make and take kits.

- 88 given in September
- Sponsored by Friends of the Library beginning October

Staff Training-October is Conference Month

Rural Libraries Connecting Idahoans via Wi-Fi Hotspots

1. Cisco Meraki network equipment (firewall and switch) capable of symmetrical gigabit speeds, including indoor and outdoor wireless access points
2. Installation and support for 5 years
3. 6 years of licensing

Ongoing Expense Reduction

- Renegotiated remainder of NuMsp Contract=\$902 savings

Increased In-Library Displays

- Census
- Women's Right To Vote
- America-4th of July
- Rotating Children's Displays

Current Grants in Process or Considering

Mobile Beacon-Wi-Fly Lending Launch Kit, which includes 25 mobile hotspots with service and 25 laptops
ICFL-Best Practices Grant- \$500 <https://libraries.idaho.gov/best-practices/>
Welcoming Libraries Grant for Underserved Children - \$500

Current Grants Awarded

Census Instagrants = \$1000
ICFL Grant "Rural Libraries Connecting Idahoans via Wi-Fi Hotspots" for updated Wi-Fi access points and networking equipment and installation
CARES Humanities Grant=\$5000
Friends of the Library - \$1200 for 6 Months of kit-tivities
ICFL-100 books awarded for Family Read Week in November
E-Rate-Secondary Grant - \$1518.19

Library Total Physical Checkouts by Month-Last to Current Year Comparison

10/18	11/18	12/18	1/19	2/19	3/19	4/19	5/19	6/19	7/19	8/19	9/19	Totals
5384	4827	4545	5133	5062	5369	5543	5877	8954	8821	5573	4300	69388
10/19	11/19	12/19	1/20	2/20	3/20	4/20	5/20	6/20	7/20	8/20	9/20	Totals
4122	3879	3976	4539	4689	2776	177	626	5136	6658	5402	5085	47065