

Notice of this meeting was given in advance with legal notice posted in the Bridgeport Newsblade. An agenda was delivered to each board member and to the city office.

Meeting was called to order on March 5, at 5:30 pm. Roll call was taken. Members present: Thomas Millette, Amanda Reilly, Nancy Wallesen, Janelle Galvan, Chuck Murrell. Absent: None

Also present: Library Director, Melissa Butler

Chairperson Chuck Murrell announced: "In accordance with Section 84-1412 of the Nebraska Revised Statutes, a copy of the Open Meeting Act is available for review and is posted in the meeting room."

Minutes of the February regular meeting were presented. Motion by Galvan, second by Millette to approve the minutes. Ayes: Millette, Reilly, Wallesen, Galvan, Murrell. Nays: None. Motion carried.

Bills were presented. Butler pointed out an expenditure for Biblionix of \$990. This is a yearly expense for the cataloging system. Motion by Reilly, seconded by Wallesen, to approve the bills. Ayes: Millette, Reilly, Wallesen, Galvan, Murrell. Absent: Reilly. Motion carried.

OLD BUSINESS

Butler presented the monthly report for the city council. It is attached.

Butler and employee Lori Leonard took part in the Summer Reading Workshop March 5th, via Zoom.

Megan Haywood of Trails West Architecture will be meeting with Butler March 7th to go over the 2nd draft plans for the Teen Room Renovation. Butler believes the final draft will be done the week of the 11th.

NEW BUSINESS

Butler gave the members a copy of the Newsletter for March which shows all planned events. The Newsletter will be included in the meeting minutes.

There was a burst pipe in the basement in February. City maintenance workers came in after hours to make repairs. The library may need to replace the hot water heater, soon. Butler is working with city employees to decide the best course of action.

Chamber of Commerce meetings are set to be held on the second Tuesday of each month from 11:30-12:30. Butler will be attending these meetings, with the board's approval.

Butler is working on grants with the Ash Grove Foundation (due March 16th), Burlington Capital Foundation (due March 14th), and the Gallagher Foundation (open date.) Butler will also rewrite the Oregon Trail Foundation grant, which was looked at last year (due June 1st.) Between the Friends of the Library, the sinking fund, and the library's building budget, the library is about halfway to the original goal for the Teen Room renovation fund of \$200,000.

Butler would like to watch longer board videos with board members on days other than board meeting days. No specific dates and times were decided upon, but there will be further discussion.

The library does not have a library specific employee handbook. In the past, the library used the City's Employee handbook. After some discussion, the board finds it would be advantageous to create a library handbook. Butler will start working on one using the City's as a template.

DISCUSSION

Butler sat with council members Mark Wickard and discussed the employee evaluations done by the board. Wickard will be recommending the city council approve an employee raise for Butler as well as a raise with extra certifications. This will be on the next city council agenda, on March 12th. Galvan and Butler will attend this meeting.

Motion by Reilly to adjourn, seconded by Galvan. Ayes: Millette, Reilly, Wallesen, Galvan, Murrell
Motion carried. Meeting adjourned at 6:02 pm. The next regular meeting will be on Tuesday, April 2nd at 5:30 pm.

ON THE AGENDA FOR NEXT MEETING

Renovation updates