

DEMARY MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
May 9, 2018

Change to the agenda as follows: New Business #2 – Discuss Cybrarian Software

Kate called the meeting to order at 4:33 PM. Kate moved to approve the agenda with the noted change. Motion passed. Board members present were Kate Hicks, Ted Dilworth, Jolene Hunsaker, and Monica Hemsley. Shambry Emero attended from the library.

Minutes from the April 11th meeting were reviewed. Ted moved to approve the minutes. Motion passed.

FINANCIAL REPORT

Jeff was not present but the city is beginning the yearly budget process and will be in contact with Shambry regarding numbers. The board is invited to email Jeff with any questions.

MONTHLY BILLS

Bills were reviewed and Monica moved to approve the bills. Motion passed.

REMARKS FROM CITY LIASON

Tammy was not present but the board was reminded about Operation Facelift taking place around town June 13th.

FRIENDS OF THE LIBRARY

None present but they are busy with their new storefront.

COMMITTEE REPORTS

Reminder to begin looking for technology grants to replace aging computers.

DIRECTOR'S REPORT

1. Monthly Statistics – Numbers are down overall but are on par with previous years. Programming attendance has been steady.
2. Report on Programs – Incentives and programming has been finalized for summer reading. Adulting 101 has wrapped up and several presenters expressed interest in doing future programs when the program runs another series.

UNFINISHED BUSINESS

1. Discussion on purchase of storage shed and Youth Room cleanup – Concerns with the placement of the storage shed have halted progress. Shambry will ask the city about the use of the building behind the library.

2. Inspection of fire extinguishers and potential purchase of fire alarms – Fire Chief Roger Davis has been contacted but has not come to check the extinguishers and smoke alarms. Monica will contact Roger.

NEW BUSINESS

1. Discussion on remodel of circulation area – Time between now and new fiscal year will be used to make concrete plans for the area and construction will begin in late fall/early winter. Kate will join the committee.
2. Discussion on Cybrarian Software – Cybrarian is a computer management software that tracks computer and wireless sessions, printer use, etc. to allow Shambry to run usage reports more easily. There is a 77% discount for small libraries. The first year cost is \$1470.50 and each additional year is \$999.95. Shambry will sign up for a free 30 day trial and will report on its usefulness next month.

Meeting adjourned at 5:38 PM. The next regular meeting will be held Wednesday, June 13th at 4:30 PM.

Respectfully submitted,

Monica Hemsley
Secretary