**Custer County Library Board**

**Minutes**

**March 15, 2023 Custer County Library**

*The Custer County Library Board of Trustees met at 1:00 p.m. on Wednesday, March 15th at the Custer County Library. Persons in attendance were Library Director Jessica Phelps, Assistant Library Director Sarah Myers, Library Assistant Hermosa Branch Director Bert Phillip, Teen Liaison to the Board Makenna Allen, and current Trustees Dave Sutton, Cheryl Dillon, Katie Wiederholt, Kibbon Rittberger, and Leo Van Sambeek. Dave chaired the meeting and called it to order at 12:55 p.m.*

**AGENDA CHANGES/CORRECTIONS**

**MINUTES**

* **February 15th Board Minutes***: Cheryl pointed out that a typo listed Renée’s name as chairing the February meeting, that needs correcting to Dave. Katie made a motion to approve the February Board minutes. Cheryl seconded the motion. The motion carried*

**TREASURER REPORT**: *Dave asked the Board if they felt there needed to be a Treasuer for the General Checking Account. Leo requested checking the bylaws before acting on that topic. Kibbon made a motion to add Katie as a cosigner on the account and have the bylaws reviewed and updated. Cheryl seconded the motion. The motion carried. Jessie will take a signed copy of the meeting minutes to the bank to add Katie as a signatory and will send Katie the bank statements monthly.*

* GENERAL CHECKING: Balance of $18,543.19 as of February 7, 2023
* COUNTY SPREAD SHEET:Balance $280,349.31 7.15% Expended

**LIBRARIAN REPORT:** *The Librarian Report is attached to and is part of this month’s Minutes.*

* Hiring Status of Relief Position
* Custer Branch Building Addition Update

**OLD BUSINESS:**

* Hermosa Building Committee update – *Leo briefed the Board on the preliminary discussions. He mentioned looking at a USDA short course on grant writing, as well as looking into solar and geothermal grants.*

**NEW BUSINESS***:*

* Legislative Update and review of policy of challenged material – *The Board discussed various options to tighten language to the existing policy. The recommendation was for Jessie to continue to update the language and bring a new draft to the next meeting.*
* Invoice from MileUp Marketing for website updates *– Jessie briefed the Board on the changed to the website, as well as the final amount of the invoice. Leo made a motion to pay the invoice and Cheryl seconded the motion. The motion carried.*

**NEXT MEETING:** *March 15that 1 p.m.*

**ADJOURNMENT:** *The meeting was adjourned at 1:57 p.m. Cheryl made the motion to adjorn and Leo seconded the motion. The motion carried.*



Jessica Phelps

Secretary/Treasurer

March Librarian Report

**Hiring Status of Relief Position:**

We selected three of our seven applicants for the position. They participated in a two-hour group training with Sarah on March 6th. Mary then worked four hours with Sari that Wednesday, and Anita joined us this Monday for the full shift. We will attempt to get Jace into the rotation soon. We are already seeing the benefits of having a roster of on-call staff, as we did not have to adjust any hours last week even though two employees were out on various days due to sick children.

**Custer Branch Building Update:**

Work was completed to fix a few cosmetic problems in the interior of the new addition. Joe in Maintenance oversaw the project and we were pleased with what was accomplished. The next step is set to begin on March 17th, as work begins on the exterior of the building. A design flaw led to ice slicks by the employee and Pine Room entrances due to improper drainage. Gutters are due to be replaced, with industrial sized gutters being installed, downspouts are going to be relocated, a seam will be removed, and the entirety of the system will be sloped. Further work on heat tape will begin in the days ahead.