**Linwood Community Library Board Meeting Tuesday February 22,2022**

**Call to Order**

**Board Members present:** Thaddeus Swann, Melanie Morris, Christy Brice, Dalton Torneden, Ron Smith, Robert Firth, Stacey Schmitt.

**Staff Members present:** Kat McKee (Director)

**Guests:**

**The meeting was called to order at: 7:03 P.M. by Thaddeus Swann**

**Consent Agenda** *All matters on the consent agenda are considered within one motion and will be enacted by one motion. If an item needs to be discussed, it will be removed from the consent agenda and considered separately.*

**Minutes of last month’s meeting:** Reviewed by the Board.   
**Communications: 2** communications received and reviewed by the Board.

**Approval: Ron** moved to approve the Consent Agenda. **Christy** Seconded. Motion carried **7-0**

**Director’s Report**   
reported on key events, circulation and program updates.

* Statistical report:
* Winter Reading going well.
* Issues with Google Analytics: Dan from NEKLS and Mary are working on it.
* Library will switch back to our Fall hours, more people coming in from 9 to 1 on Saturdays than 11 – 3 on Saturdays with non-Winter hours.
* Annual meeting coming up, announcement in the Journal World. **Annual meeting will be March 1st,2022 at 7:00 P.M. in the Community Building, Linwood, Kansas.**
* 2-3 candidates for the 2 upcoming Board vacancies.
* March 9th/10 – Kat will be working from home with the Kansas Leadership Transformation Grant Program.
* In Service on President’s Day: topic was New Year, New Outlook.

**Old Business**

* **Space Reorganizations:** Discussed cost and applications for multiple uses- Teen space/ Coffee Group/ programs/. Shelving would be mobile. **Action: Board would like to see more information about teen programming before moving forward with purchases.**
* **NEKLS Accreditation renewal**: Kat will be sending off the completed paperwork and is looking to have that **submitted before March 1st.**
* **Children’s Internet Protection Act: Bob** made the motion to adopt on February 22, 2022. **Christy** seconded Motion carried **7-0**

**Committee Reports**

**Building & Equipment:** Lighting upgrades took place late last week. Backdoor was caulked and weatherstrip added. Had Outdoor space meeting – Discussed some plantings and some potential draining issues. Some preliminary legwork has been done as far as utilities and sewer line planning for the Outdoor Pavilion.

**Finance:**  no meeting, nothing to report.

**Personnel & Policy:**  no meeting, nothing to report. **Will need to meet with Kat in the near future to discuss promotion steps.**

**Action Items:**

**New Business**

* **Bills For Payment: Ron Moved and Stacey Seconded, Motion carried 7-0**
* **Adopting new hours: Winter Hours are due to change back to the library’s regular hours on March 14th Saturday Winter hours, 9:00 A.M. to 1:00 P.M will be kept as regular hours. Ron moved to accept, Christy seconded. Motion carried 7-0**

**Executive session to discuss security matters:**

**Entered: 7:44 – 15 minutes – Ron motioned, Christy Seconded Motion carried 7-0**

**Exited: 7:59 P.M. - Christy motioned, Bob Seconded. Motion Carried 7-0.**

Dalton gave a brief update on Friend’s upcoming events, Board members were presented with the Friend’s new tote bags. Dalton spoke about planning for upcoming Book Sale and Bingo events and the library and Friend’s National Library Giving Day campaign which will take place on April 7th, more information will be forthcoming.

**Public Comments**None

**Adjournment   
Approval: Ron moved to adjourn at 8:05 P.M. Christy seconded. Motion carried 7-0**

**Next Meeting**The next regular Board meeting will be **Tuesday, March,22 2022 at 7:00 P.M.**

*Submitted by: Dalton Torneden; Board Secretary*

**Linwood Community Library Board Linwood Community Library Staff**

Thaddeus Swann; Chair (03/2022) Kat McKee; Director

Christy Brice; Vice-Chair (03/2023) Stefanie Brown; Youth Services

Melanie Morris; Treasurer (03/2023)       Kathy Reno; ILL and Cataloging

Stacey Schmitt; Vice-Treasurer (03/2024) Mary Pawlowski; Adult Programing/Outreach

Dalton Torneden; Secretary (03/2025) Summer LeBrell; Teen Coordinator

Robert Firth (03/2025) Joyce Elder; Bookkeeper

Ron Smith (03/2022) Zoe Smith; Custodian

**Linwood Community Library Board Committees** (03/2021)

**Building & Equipment:** Ron Smith Robert Firth Christy Brice

**Personnel & Policy:** Thaddeus Swann Dalton Torneden Stacey Schmitt

**Finance:** Melanie Morris Stacey Schmitt Robert Firth

*Officer and Committee appointments updated March 23, 2021*

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Thaddeus Swann, Chairperson Date:

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Dalton Torneden, Secretary Date: