

Salina Library Board of Trustees
Meeting Minutes
November 21, 2022

Present: Frank Pappalardo, Adria Ripka, Keith Miller, Karen Ingeman, Kris Nichols, Ken Nichols, Jo Ann Bohn, Debbie Stack, Jeannine Chubon, Monica Norton, and Jennifer Ranger

1. The meeting was called to order at 7:04 p.m.
2. Public Comments: None
3. Minutes from the October 17, 2022 meeting were reviewed. Motion to approve by Keith Miller, seconded by Kris Nichols. All in favor. Motion carried.
4. Treasurer's Report: The report was presented by Keith Miller. Motion to accept the report for audit was made by Kris Nichols and seconded by Karen Ingeman. All in favor. Motion carried. The Board reviewed financial bank statements.
5. Staff Reports:
 - a. Director: The State Construction Grant was awarded, although the delay in the award necessitates conversations with vendors regarding scheduling. The monthly Statistics Report reflected continued stable circulation, increase in computer use, and program growth. Work with Paychex HR Essentials has been helpful with a Safety Manual created and updating of the Employee Manual underway. In addition, payroll will be put on a semi-monthly instead of monthly schedule at no additional cost. Patrons really enjoyed the free book giveaway held this month, helping the library to clear out books remaining from this year's book sale. The NYLA conference featured many sessions with good information. Balance of report is on file.
 - b. Youth Services Librarian: Monica and Jennifer had great participation at their November NYLA Conference Table Talk presentation. A busy schedule of programming is ongoing and growth in areas, like Teen Warriors – with the volunteer work of these teens most appreciated. A Family Literacy Grant from OCPL is paying for a new easel for programming and more. Take Home kits continue to be popular. Balance of report is on file.
 - c. Digital Librarian Report: Ordering of materials in ongoing as are the well-received one-on-one tech appointments available to patrons. She and Monica have been offering Lego Club programming. Balance of report is on file.
6. Old Business: None
7. New Business:
 - a. Staff bonuses were discussed. Motion to approve by Frank Pappalardo and seconded by Kris Nichols. All in favor. Motion carried.
 - b. It was agreed that marketing across library platforms regarding patrons designating the library to receive donations via Amazon Smile will be done, taking advantage of the shopping season.
8. Committee Reports: None
9. President's Report: None

10. Adjournment: meeting was adjourned at 7:40 p.m.

Respectfully submitted by Debbie J. Stack, Secretary