

Salina Library Board of Trustees  
Meeting Minutes  
February 20, 2023

Present: Frank Pappalardo, Adria Ripka, Keith Miller, Karen Ingeman, Kris Nichols, Ken Nichols, Jo Ann Bohn, Debbie Stack, Jeannine Chubon, and Jennifer Ranger. Guest: Vince Stalker, P & J Corporation

1. The meeting was called to order at 7:04 p.m.
2. Public Comments: None
3. HVAC Presentation by Vince Stalker, P& J Corporation. Vince provided an overview of our current HVAC rooftop units that are approaching estimated end of life. He outlined options for replacement and a process to explore those options including an HVAC survey by National Grid that would help determine potential equipment rebates. Our library director will work with P&J as this research is undertaken.
4. Minutes from the January 23, 2022 meeting were reviewed. Motion to approve as written was made by Keith Miller, seconded by Karen Ingeman. All in favor. Motion carried.
5. Treasurer's Report: The report was presented by Keith Miller. Motion to accept the report for audit was made by Debbie Stack, seconded by Adria Ripka. All in favor. Motion carried. The Board reviewed financial bank statements.
6. Staff Reports:
  - a. Director: New water fountains and sinks have been installed. Looking at January statistics, Hoopla/Overdrive numbers grew significantly in comparison to last year at the same time, computers/laptops are being used more often, take and make kits are popular with all ages, and a new Dungeons and Dragons programming initiative aimed at engaging with new audiences will begin. Balance of report is on file.
  - b. Youth Services Librarian: Board reviewed the written report which included information about the upcoming Free Craft Materials Swap and the submittal of a national Dollar General Summer Reading Grant Application focused on Tween STEAM activities. Balance of report is on file.
  - c. Digital Librarian Report: A lot of inventory work as well as ordering of non-fiction books and other media. Busy providing patrons with personalized technology assistance. The final ARPA grant report was submitted. Balance of report is on file.
7. Old Business:
  - a. Motion to approve the revised Employee Handbook was made by Adria Ripka, seconded by Keith Miller. All in favor. Motion carried.
8. New Business:
  - a. Motion to approve the hiring of new staff member Naif Abraham at a rate of \$14.20 per hour was made by Adria Ripka, seconded by Keith Miller. All in favor. Motion carried.
  - b. The library's existing approved Collection Management Policy was shared by Director Chubon so Board members could refamiliarize themselves with it. No action needed.
9. Committee Reports: None

10. President's Report: None

11. Adjournment: meeting was adjourned at 8:17 p.m.

Respectfully submitted by Debbie J. Stack, Secretary