Anita Public Library Board of Trustees

Wednesday, February 8th, 2023

The January meeting of the Anita Public Library Board of Trustees was called to order at 4:37 pm. Present was Al Sherbo, Marcia Casteel, Connie Russell, Bruce Petersen and Librarian/ Director Sara Young. Absent was Diane Holmes

The agenda was approved on a motion by Marcia and seconded by Bruce. Unanimously carried.

The floor was open to the public at 4:37 pm. No member of the public was in attendance.

Minutes of the January meeting were approved on a motion by Marcia and seconded by Bruce. Unanimously carried.

Treasurer's Report= Approved on a motion by Al and seconded by Marcia. Unanimously carried. There was one out of the ordinary expense this month, which was for Black Hills Energy. Sara stated that they are expecting property insurance costs to go up. Our books balance with the city.

Old Business:

- Roof Update- No changes. Anticipate April to start, once it is nicer weather.

New Business:

- Discussion of Budget Request- Sara to our request to city council, they stated they were going to hold off on approval until they did their own. They did question the wages/benefit increases.
- Discussion and Approval of Policies- Board members read through, discussed and approved the following policies:
    - Library Card Registration & Circulation Policy- Approved on a motion by Connie and seconded by Bruce. Unanimously carried.
    - Internet, Wi-Fi and Electronic Access Policy- Approved on a motion by Bruce and seconded by Marcia. Unanimously carried.
    - Patron Behavior Policy- Approved on a motion by Connie and seconded by Al. Unanimously carried.
    - Bulletin Board and Display Policy- Approved on a motion by Marcia and seconded by Al. Unanimously carried.
    - Collection Development Policy- Approved on a motion by Connie and seconded by Bruce. Unanimously carried.
    - Gift and Donor Policy- Approved on a motion by Marcia and seconded by Connie. Unanimously carried.
    - Volunteer Policy- Approved on a motion by Connie and seconded by Bruce. Unanimously carried.
    - Personnel Policy- Approved on a motion by Bruce and seconded by Connie. Unanimously carried.

Buildings and Grounds: Nothing new.

Librarian Report: Sara reported the usage has been steady except for the usage of Bridges/Overdrive- which is at an all time high.

Motion by Al. Seconded by Bruce to adjourn the meeting at 5:22 pm. Unanimously carried.

Marcia Casteel, Secretary