

Tuesday, July 6, 2021

Library Board Meeting

In-Person meeting being conducted in the Juvenile Department

7:00 pm

1. Meeting Opening

Subject : 1.01 Call to Order
Meeting : Jul 6, 2021 - Library Board Meeting
Type :

Public Content

Item

Background

Recommendation

1. Meeting Opening

Subject : 1.02 New Agenda Item
Meeting : Jul 6, 2021 - Library Board Meeting
Type :

1. Meeting Opening

Subject : 1.03 Roll Call
Meeting : Jul 6, 2021 - Library Board Meeting
Type :

1. Meeting Opening

Subject : 1.04 Communications/Presentations
Meeting : Jul 6, 2021 - Library Board Meeting
Type :

2. Consent Agenda

Subject : 2.01 Approval of Minutes
Meeting : Jul 6, 2021 - Library Board Meeting
Type :

File Attachments

[June minutes.pdf \(28 KB\)](#)

2. Consent Agenda

Subject : 2.02 Approval of bills payable
Meeting : Jul 6, 2021 - Library Board Meeting

Type :

File Attachments

[June expenditures.pdf \(420 KB\)](#)

2. Consent Agenda

Subject : 2.03 Approval of receipts
Meeting : Jul 6, 2021 - Library Board Meeting
Type :

File Attachments

[June Revenue.pdf \(1,304 KB\)](#)

2. Consent Agenda

Subject : 2.04 Cash & Investment Report
Meeting : Jul 6, 2021 - Library Board Meeting
Type :

File Attachments

[Cash Investment May.pdf \(17 KB\)](#)

3. Reports

Subject : 3.01 Librarian's Report
Meeting : Jul 6, 2021 - Library Board Meeting
Type :

File Attachments

[May June report.pdf \(126 KB\)](#)

3. Reports

Subject : 3.02 Circulation Statistics/Story Hour Report
Meeting : Jul 6, 2021 - Library Board Meeting
Type :

File Attachments

[June.pdf \(620 KB\)](#)

4. Discussion/Action Items

Subject : 4.01 Approval of Proposal from Willet Hoffman for Professional Services for Elevator Repair and Improvements
Meeting : Jul 6, 2021 - Library Board Meeting
Type :

Public Content

The library elevator is slowly in need of replacement of components. Schumacher Elevator our current maintenance company has stated that the electronic boards are no longer being manufactured but being refurbished. Now is the time to look into replacing the electronics and other components. I have reached out to Willet Hoffman to help with this project. We need to start this project incase we decide to go for a construction grant in the fall from the State Library. I am reuesting approval from the Board to have the President sign the contract with Willet Hoffman.

File Attachments

[Sterling Public Library Elevator Proposal _062921 with attachments.pdf \(3.868 KB\)](#)

4. Discussion/Action Items

Subject : 4.02 Approval of transfer of funds from Coleman Estate

Meeting : Jul 6, 2021 - Library Board Meeting

Type :

Public Content

Requesting approval to transfer \$42,863.40 from the Coleman Estate Account to the Building-Capital account to to retire the debt on the Copper banding project.

4. Discussion/Action Items

Subject : 4.03 Discussion expenditures from the Coleman Estate

Meeting : Jul 6, 2021 - Library Board Meeting

Type :

Public Content

I have a few large ticket items on the wish list for the library that I would like the Board to consider purchasing with the Coleman funds.

- 1) RFID system \$63,000
- 2) Security Gate \$16,000
- 3) Bonuses to the staff
- 4) Benches for outside of the library (replace missing or current benches)
- 5) Phone system

4. Discussion/Action Items

Subject : 4.04 Approval of quote from Advantage Preservation

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Type :

Public Content

Last year, the Board approved digitizing 150 reels of microfilm with plans to continue the project over the next couple of years as funds are available. Advantage Preservation has submitted two quotes to continue to digitizing the microfilm this fiscal year. The library has 656 totals reels with 300 reels already digitized. I would like to request the Board approve digitizing 100reels this year at a cost of \$ \$13,320 coming from the Gray Trust.

File Attachments

[Quotes.pdf \(605 KB\)](#)