

DERBY PUBLIC LIBRARY
BOARD OF TRUSTEES
July 26, 2023

Call to order: Meeting called to order by Danielle Gabor at 6:30 pm.

Roll Call: Danielle Gabor, Kyle McCaskey, Dustin Sharp, Susan Swaney and Susan Topping were present. Eric Gustafson, Library Director was also in attendance. Jamie Hollon, Gabe McKeever and Mayor Randy White were absent.

Approval of Agenda: Motion to approve agenda as amended was made by Dustin Sharp and seconded by Susan Swaney. There was a unanimous vote to approve.

Public Forum: None

Approval of Minutes of June 28, 2023 meeting: Susan Topping moved to approve the minutes as written and the motion was seconded by Dustin Sharp. Motion passed unanimously.

Correspondence and Communications: None

Financial Reports: Eric Gustafson shared June's financial reports. The budget committee will be meeting shortly and the finalized budget will be available for review next meeting.

Motion to approve the Financial Reports was made by Kyle McCaskey and seconded by Dustin Sharp. There was a unanimous vote to approve.

Director's Report:

Statistical Reports: All numbers are increasing across the board.

Summer Reading will conclude on Sunday, July 30. It's been a banner year with increasing participation from all age groups. As of July 19, over 2600 youth had enrolled and 1100 had completed the program. The adult program has seen over 350 participants this year. With a week left to go, these numbers will rise.

Our library Book Bike debuted at the Independence Day Parade. Visitors to the parade enjoyed seeing staff and the bike. Additional opportunities for the community to see the Book Bike are August's National Night out, Derby School's New Teacher Luncheon and Third Thursday at Warren Riverview Park.

Friends of the Derby Library had their annual book sale July 21-23. They raised over \$1800 in the book sales and gained many new members.

New art installations are currently underway for both galleries. See committee reports for additional information.

Computers have been purchased for Friends of the Library and several staff members as part of the library's technology replacement plan.

Harri Pickens Memorial has received an additional \$50 bringing the total to \$620.

The Friends of the Library donated \$240 to purchase 50 copies of an American short stories book to be gifted to patrons in the fall as part of KanShare programming.

\$75 was donated in memory of Harper Ivy and was used to purchase educational toys in the Arlee Killion Early Literacy Area.

The staff cubicle project is almost complete. The additional workspaces are going to help us to continue to provide space for staff to work efficiently.

Committee/Special Reports:

❖ Arts Council:

- Both the Gathering Space and High Wall Galleries will have new exhibits in August.
- “F-Stop Perspective” is a photography show by Steve Marler and Barney Tull. Save the date for a Third Thursday reception in September.
- Jeffrey Gowan will be bringing his “Flabbergasted” acrylic paintings which focus largely on wildlife and close up animal images.

Unfinished Business:

- Outdoor Area – Update: We are waiting for news and remain hopeful.

New Business:

- Directors Review: Danielle Gabor discussed the annual director review and shared evaluation documents and deadlines with the Board.
- 2023 Priorities List:

The library’s priority list is reviewed semi-annually. Items are listed as working on, completed and new to the list. No new items have been added. Explore mobile library options – Book Bike has been completed. The library is working on adding an outdoor area, working with the city to figure out a long term funding solution for the library, working with the DRC to explore options for the OAC branch and improving signage around the library.

Susan Swaney moved to accept the 2023 Library Board Priority List as written. Motion seconded by Dustin Sharp and was approved unanimously

- Position descriptions: Youth Services Coordinator and Public Services Coordinator – move to exempt status and revise responsibilities. Discussion.

Kyle McCaskey moved for the Youth Services Coordinator and Public Services Coordinator to be moved from hourly pay to exempt status. Susan Swaney seconded the motion which was approved unanimously

Executive Session: None

Adjournment:

- Motion to adjourn the meeting was made by Kyle McCaskey seconded by Dustin Sharp. There was a unanimous vote to approve.
- Meeting adjourned at 7:29 pm

Minutes Approved August 23, 2023