

## Humboldt Public Library Board of Trustees Meeting

January 2, 2024

The Humboldt Public Library Board of Trustees met on Tuesday, January 2, 2024 at 4:30PM. The call to order was made by Director, John Blankenship, in absence of Chairman Elna Blankenship. Those present were: John Blankenship, Janeice Frisbee, Frances Raines, Leon McNeal, Laura Cano, Emily Turner, and Jenny Gillihan.

The minutes of the last board meeting were approved. Motion was made by Janeice Frisbee and seconded by Leon McNeal. Motion carried.

John Blankenship gave the treasurer's report. There will be a ceremony in the future concerning the donation from the Jones estate because there are eight organizations that received money. Leon McNeal made the motion to approve the report. Motion was seconded by Janeice Frisbee. Motion carried.

John Blankenship gave the Library Director report.

Jenny Gillihan gave the Regional Librarian report. She stated that Image Evaluations, where directors visit other libraries, should be completed by May 2, 2024. Board appointments should be made by the end of June. There are three open slots to fill. The board makes suggestions to the Mayor, then they have to be approved by the city board. Leon McNeal rotates off but could remain as a liaison between the board of trustees and the city board, but would be unable to vote.

Jenny then went over the need to have policies in writing concerning the use of the internet, elements of collection, and acquisitions. These are for protection of money spent. She presented a form to be used as reconsideration if needed. She explained the difference between school libraries and public libraries. Public libraries do not ban books. Leon McNeal made the motion to approve and Emily Lovings seconded the motion. Motion to put policies in writing carried.

John Blankenship reported that the Friends of the Library purchased 2 tables and 12 chairs for the children's library.

In unfinished business, Janeice Frisbee reported that she had contacted Emergency Management. They could pay up to seventy-five percent of construction of a public safe room. Local would only have to pay twenty-five percent. The room would have to be locked off from the rest of the library, but could still be used as an activity room for the library. The mayor and city would need to apply for a pre-application. Leon McNeal gave his approval to move forward with this. John and Janeice will set up a meeting with the mayor.

In new business, John Blankenship reported that January 3rd was pour date for the concrete for the new floor. It will cost \$850 for cleaning, including cleaning of the duct work. City funds will take care of this. He is getting bids for flooring and an exact price for new shelving.

The next meeting will be Tuesday, March 5, 2024 at 4:30.

Leon McNeal made the motion to adjourn. Emily Lovings seconded it. Meeting adjourned.

Submitted by Frances Raines