

The Milford Library Board met in regular session on Wednesday, January 5, 2022, at 5:30 p.m. Those in attendance were Board Members Rick Kilts, Elaine Franklin, Denny Dotson, Joann Gano, Shelly Berning, Jeff Cookinham, Deb Johnson, and Director Gillian Anderson. No members were absent.

The meeting was called to order by Rick.

**Public Comments:** None

**Minutes:** Elaine moved to approve last month's minutes as presented. Jeff seconded, and Board approved.

**Bills:** After reviewing the bills, Jeff moved to pay the bills, Deb seconded, Board approved.

**Policy Review:** The Use of Main Library as a Meeting Space policy was reviewed. No changes were made, policy was marked as reviewed.

**Board Education:** Gillian educated the board on the WhoFi program. This is a program provided by the State Library which calculates the public Wi-Fi usage as well as helps organize the information regarding programming participation and sends these reports to the State Library.

**Director's Report:** Circulation and monthly program reports were shared

**Last month's events:**

- Holiday Fantasy Open House – 9:30 a.m. – 12:30 p.m.
- Festival of Trees Voting – 9:30 a.m. – 12:30 p.m. – 38 participated
- Holiday Craft for Kids – 9:30 a.m. – 12:30 p.m. – 57 participated
- Visit with Santa – 10:30 a.m. – 12:00 p.m.
- Afterschool Activity – Iron on Beads – 3:30 p.m. – 14 attended
- Building Bookworms – Holidays - 10:30 a.m. – 19 attended
- YA Subscription Box – Let's Build a Snowman – 12 boxes taken
- Adult Craft Series – Open Craft Night – 17 kits taken
- Open Book Discussion Group – 1:00 p.m. – 4 attended

**Upcoming events:**

- Building Bookworms – Bears – 10:30 a.m. – January 3
- YA Subscription Box – Game Night – January 11 - 21
- Afterschool Activity – Air-Dry Clay – 3:30 p.m. – January 13
- Building Bookworms – Snowmen - 10:30 a.m. – January 17

- Adult Craft Series – Clay Jewelry – January 19
- Open Book Discussion Group – 1:00 p.m. – January 25
- Paint Night – 7:00 p.m. – 9:00 p.m. – January 25
- Building Bookworms – Penguins – 10:30 a.m. – January 31
- Clover Kids – Gingerbread Time – 3:30 p.m. – January 31

#### Discussion of upcoming topics

- Phased Reopening Plan: Currently we are in Phase 3 of the reopening plan. No changes were made to the reopening plan.
- Certificate of Deposit: There is a certificate of deposit at Northwest Bank for the amount of \$10,761.80 that is up for renewal on January 18<sup>th</sup>. Gillian collected and shared the current rates from the three local banks. The board discussed the options, Deb moved that we renew this CD for at Northwest Bank for 15 months for the APT rate of .50%, Jeff seconded, board approved.
- Entryway Improvement: Gillian shared with the board that the city was collecting quotes to do improvement repairs to the entryways to the city offices and also requested a quote for the library's entrance due to some tile repairs. Gillian shared the quote that she had received with the two options. The board discussed the options, no decisions were made, this discussion will continue.
- Other items to note
  - Drive up window: The finishing work to the walls around the drive-up window has begun. The counter plans will be finalized on Friday.
  - No other items of note

Denny moved to adjourn; Joann seconded.

Shelly Berning

Secretary