

The Milford Library Board met in regular session on Wednesday, January 6, 2021, at 5:30 p.m. Those in attendance were Board Members Rick Kiltz, Elaine Franklin, Shelly Berning, Joann Gano, Deb Johnson, and Denny Dotson and Director Gillian Anderson. Member Jeff Cookinham was absent.

The meeting was called to order by Rick.

**Public Comments:** No public comments.

**Minutes:** Joann moved to approve the December minutes as presented, Elaine seconded, Board approved.

**Bills:** The bills were emailed to each member for viewing prior to the meeting, all bills were received. Elaine moved to pay the bills, Deb seconded, Board approved.

**Policy Review:** Inclement Weather Policy was sent to board members prior to the meeting. Board reviewed the current policy and no changes were necessary.

**Director's Report:**

- a. Circulation and Monthly program reports were reviewed. Numbers are slightly up or holding from the previous month.
- b. Report last month's events
- c. Festival of Wreaths Voting – November 30 – 55 participated
  - Library Festival Stroll – Holiday Fantasy – December 2- 4 – 34 attended
  - Grab and Go Bags and Books – Santa – December 7 – 18 – 66 bags taken
  - YA Subscription Box – A Disney December – December 8 – 23 – 20 boxes taken
  - Grab and Go Bags and Books – Cookies – December 21 – 31 – 79 bags taken

**Upcoming events**

- YA Subscription Box – A Comfy, Cozy January – December 29 – January 26
- Grab and Go Bags and Books – Polar Bears – January 4-15
- Book Bundles – January 4 – 29
- Grab and Go Bags and Books – Beach Vacation – January 18 – 29
- Adult Craft Series – Live Winter Centerpiece – January 20
- Paint Night – January 26

**Discussion of upcoming topics**

- Due to COVID numbers in the community, the interior of the library will continue to stay closed to the public. Curbside pick-up will continue to be

open to the public. Gillian will continue to monitor the numbers in the community and the Phased Re-opening Plan will be discussed again next month.

- Gillian presented information and a quote for \$3,200 from Milford Electric to replace the current 58 light fixtures in the library, including the one fixture that currently needs to be repaired to LED Lights. Gillian shared that the LED lights would create a financial savings annually for the library and replacement bulbs would also be a financial savings. The board discussed the change. Deb moved to replace the 58 light fixtures, which would be done by Milford Electric for \$3,200, Elaine seconded. Board approved.
- The Lois Eckard Memorial Certificate of Deposit is up for renewal at the Farmers Savings Bank. Prior to the meeting, Gillian contacted the area banks for current quotes and shared the rates with the board and the board discussed the options. Joann moved to move the Lois Eckard Memorial CD out of Farmers Bank to the Northwest Bank at 0.50% for 13 months, Denny seconded. Board approved.
- The conversation of a permanent drive-up Transaction Drawer was continued from the previous meeting. Gillian contacted TurnKey Financial Equipment and received a quote for a 15-inch manual drawer for \$4420.65. This includes audio equipment, drawer, and training. A 17-inch manual drawer with the same features would run \$5,020. A 18-inch electronic controlled drawer would be \$6,858.90. These numbers do not include installation. Gillian shared with the board that the The Friends of the Milford Memorial Library has agreed to donate \$4,000 for the drawer. After much discussion, Denny moved to purchase the 17-inch drawer from TurnKey for \$5,020, Elaine seconded. Board approved.

d. No Other Items of Note

Denny moved to adjourn; Joann seconded.

Shelly Berning,

Secretary