

The Milford Library Board met in regular session on Wednesday, March 4, 2020, at 5:30 p.m. Those in attendance were Board Members Elaine Franklin, Denny Dotson, Shelly Berning, Jeff Cookinham, Joann Gano and Director Gillian Anderson. Absent was Rick Kilts.

The meeting was called to order by Denny.

Public Comments: None

Minutes: Jeff moved to approve the minutes as published, Shelly seconded, Board approved.

Bills: After reviewing the bills, Elaine moved to pay the bills and any yet to come, Jeff seconded, Board approved.

Review Job Descriptions: Library Assistant description was reviewed and a change in wording was made to replace typewriter with computer. Children's Librarian job description was reviewed and the word youth was added to the description title. In the minimum qualifications section, the words PowerPoint and publishing software will be added to point #5. Then replace typewriter with computer in #6 and add Ability and willingness to learn new technology as point #7.

Shelly moved to adjust the language as presented, Elaine seconded and Board approved.

Director's Report:

- The circulation and monthly program reports were discussed
- Blind Date with a Book-All month-14 participated
- Public Playdate-February 1-6 attended
- Building Bookworms-Pizza My Heart-February 3-12 attended
- YA Program-Bubblegum Blowing Contest and Edible Bubblegum Slime-February 11-3 attended
- Afterschool Activity-Valentine Bingo-February 13-canceled due to cold
- Adult Book Club-Ask Again, Yes-February 18-7 attended
- Adult Craft Series-Essentials Bag-February 19-3 attended
- Public Playdate-February 19-5 attended
- Clover Kids-Healthy Hearts-February 20-21 attended
- Building Bookworms-Paw-some Pets-February 24-27 attended
- Paint Night-February 25-20 attended
- Accura Program-February 27-14 attended

Upcoming Events:

- Read Across America-All month
- Public Playdate-March 7-10:30
- Building Bookworms-Miss Iowa-March 9-10:30
- YA Program-Crayon Art-March 10-3:30
- Afterschool Activity-Iron on Beads-March 12-3:30
- Adult Book Club-Where the Crawdads Sing-March 17-1:00
- Adult Craft Series-Hoop Wreath-March 18-5:30
- Public Playdate-March 18-5:30

- Clover Kids-Bubbles-March 19-3:30
- MML Coloring Contest-March 23-April 3
- Spring Egg Hunt-March 23-April 3
- Paint Night-March 24-7:00
- Building Bookworms-Yoga with Kenzie Liechti-March 30-10:30

Upcoming topics:

- Jeff moved to renew two CDs at Northwest Bank for 14 months at 1.9%, Shelly seconded, Board approved
- Applications for the Board position were received and after discussion Elaine moved to accept Deb Johnson as the new board member, Jeff seconded, Board approved
- The digital part of the door counter is not working properly and Gillian contacted a company to replace what is needed. There were 2 options discussed-#1 included more wiring and ethernet connection with a subscription for \$240/year for \$1410. Option #2 included a beam and connection for \$1318. This discussion will continue another time.
- Gillian suggested presenting yard signs for those completing the summer reading program. The signs would be 12"x18" and would have a stake included. The signs would have a saying printed on each one. She contacted two local businesses for quotes for 75 signs: Shelly moved to have Amy's Sign Design do the 75 signs for \$581.25, Elaine seconded and Board approved.

Shelly moved to adjourn

Joann Gano

Secretary