

Board of Commissioners Regular Meeting

January 27, 2022

1. **CALL TO ORDER:** The meeting was called to order by Commissioner Congress at 9:07 A.M.
2. **ROLL CALL:**
Commissioners Present:
Melanie Congress, Chair
Nicole McHale, Vice Chair
Linda Uhler, Secretary
Sandy Zahorchak, Treasurer
Susie Holly
Barbara Ruben
Commissioner Excused:
Roy Gibson

A physical quorum is confirmed.
Staff Present: Margaret Mohundro, Executive Director
Cathy Cameron, Clerk
3. **SETTING OF AGENDA:** The Agenda was set as presented with the exception of the Audit Presentation which was postponed until the February meeting.
4. **PUBLIC COMMENT:** None.
5. **SECRETARY'S REPORT:** Commissioner Uhler presented the Minutes from December 16, 2021 Regular Board Meeting, which were approved as presented.
6. **TREASURER'S REPORT:** December financial reports were provided to the Board by Commissioner Zahorchak. It was noted that the electric bill is running high and Director Mohundro and Staff Cameron have been researching this. Staff Cameron to request Accounting and Audit are listed as separate line items in the financial statements, to separate Library Programs Adult and Youth in both Income and Expenses, and to determine what is included in Community Relations and Other Expenses.
7. **DIRECTOR'S REPORT:** Executive Director Mohundro reported on Library Highlights to the Board: Sanibel Public Library is celebrating 60 years of service, 1962-2022 with a year-long celebration including activities, media, signage, displays; Author Series Elin Hilderbrand postponed due to coronavirus numbers with staff working through communications plan to alert BOC, staff, SPL Foundation Board, Author Series Sponsors, ticket holders, caterer, etc. Ms. Hilderbrand will reschedule possibly next year. Author Marie Benedict has also postponed with the new date of her appearance forthcoming. The Library received many positive comments about "the right thing" to hold off on the event. Author Hilderbrand signed books for patrons at MacIntosh Books; Baker & Taylor selected All Library Staff as 2022 Librarians of the Year; Library's social media numbers are up; Public Libraries and Schools surpass half a billion digital book loans in 2021 (OverDrive); eBooks discussion continues on downloads and access and pricing from publishing houses; online catalog TLC is undergoing a major upgrade; rats are being removed from the building; annual document shredding has been completed and reported to the State accordingly.

- 8. GOAL SETTING:** Commissioner Congress led discussion on Board Goals. Commissioner Uhler suggested using Foundation money provided for Staff Development to host an in-house Staff Development Day to include motivational speaker, training, personal development. The Board can combine with Staff Appreciation Day and include lunch, chair massage, etc. Commissioner McHale has a contact at the Sanctuary who holds similar staff events. Commissioner Uhler and the Board will plan this.

Commissioner Congress will work on analyzing reserves with Staff Cameron.

Commissioner Congress will work with Staff Cameron to hold Board Ethics training.

The Board will work on updating the Board Policy Notebook. Executive Director Mohundro will gather samples of simple board policies. Commissioner Congress will gather notes on the Board Policy notebook for the next meeting.

Memorials for Commissioner Tom Krekel, a long time District Board Member and Ken Nirenberg, Library Foundation President were suggested by Commissioner Congress and Commissioner McHale. Research will be done on the possibility of Lending Libraries. Commissioner Gibson will assist the Board what needs to be done in working with the City in order to proceed. Ideas include refurbished newspaper boxes and using volunteers to keep the lending libraries neat and filled.

Commissioner Ruben suggested the use of memorial plaques on rocking chairs at the Reading Porch.

Commissioner Congress and Commissioner Zahorchak will work on a Staff Benefits Analysis with Commissioner Zahorchak reaching out to CliftonLarsonAllen on costs.

- 9. FOUNDATION UPDATE:** Commissioner Uhler reported that the Foundation Board will meet on Monday, January 31, 2022. She also reported that the Luncheon with the Author was postponed until April 6, 2022 and Martha Hall Kelly will be the featured Author.

10. BOARD COMMENTS: None.

11. ADJOURNMENT: Commissioner Congress adjourned the meeting at 11:15 A.M.


Upcoming Meeting Dates:

Thursday, February 24, 2022 @ 9:00 A.M.

Thursday, March 24, 2022 @ 9:00 A.M.

Thursday, April 28, 2022 @ 9:00 A.M.

Thursday, May 26, 2022 @ 9:00 A.M.



Linda Uhler, Secretary
/cac