

## September 1, 2022 Red Caboose Library Board Meeting Minutes

**Board Members Present:** Linda Klopf, Gloria Kelly, Wendy Yager

**Board Members Absent:** None

**Others Present:** Councilwoman Barbara Maurer

The Red Caboose Library Board Meeting was called to order at 2:05 pm in the Meeting Room of the River Bend Municipal Building with a quorum present.

I. Approval of August 4, 2022 meeting minutes: Minutes were distributed and read. Board Member Gloria Kelly made the motion to approve the minutes. Motion was seconded by Board Member Linda Klopf. Motion was passed unanimously.

### II. Library Communications:

#### A. Parks and Rec:

1. Liaison Report: National Night Out is planned for the evening of October 2, 2022. It may be primarily a Police Event this year.
2. Community Day is planned for October 22, 2022. The Library will be doing their Book Sale along with Garden Club in the Community Building. A Library Open House is planned as well. See below for details.
3. A Community Calendar is under development.

#### B. Town Council:

1. Councilwoman Maurer gave a report of the highlights of the Council Work Session and Council meeting.

### III. General Library Operations:

- A. Volunteers: Two more new volunteers along with several new patrons added. Wendy will forward information to Linda to set up orientation. A new shift will be added on Tuesday evening from 5:00-7:00pm on a trial basis.
- B. Inventory Status: Inventory additions in process.
- C. Library Materials: The Library will again set out their banned book display for Library Week hopefully before the Kid's Open House. A template was reviewed for the introduction of speakers at Library events.

### IV. Children's Programs:

- A. "Uke Group" Program: Was well planned and advertised. Attendance was under what was expected.
- B. A "Kid's Open House" is planned from 1:00-3:00pm on September 17, 2022 at the Library.
- C. Other Programs: Under Development
- D. Other forms of distribution of social media for advertising were discussed.

### V. New Endeavors/Fundraising

- A. Community Day Book Sale and Open House Saturday October 22, 2022. Set up will start at 9:00 am on Friday unless the room is in use. A combination of round and long tables will be used, Gloria to make signage. This space is considerably smaller than outside. Open House will run 8:00-12:00. Will need only one extra volunteer as we are normally open from 10:00-12:00 pm on Saturday. Pricing of books was discussed.
- B. Review of August 20, 2022 Community Picnic. Wendy set up a table to represent the Library and had good interest. No funds have been received from the donations that were advertised on the Flyer. On review of the flyer there was no disclaimer that this "Was Not A Town Event". There were comments from the community members that this was misleading. Wendy to contact "Home School Howards" regarding clarification of status of donations, and what was their plan regarding collection and distribution.
- C. AJ Clements and JoAnna Kloster author programs.: Linda in process of exploring future programs with these new authors.
- D. Chili Cook Off Proposal?: Was briefly discussed, have not received further info from "Homeschool Howards".
- E. Program Scheduling: Discussion regarding conflicts in scheduling. Conflicts regarding equipment use; Town Events vs Other Events discussed, this problem is very disturbing regarding a recent Library Event.
- F. Publicity/Library Promotion: Discussed difficulties regarding promoting events due social media and inaccurate information flow. An informative posting will be developed. Given the limited access and skill set of some members of our community to the Internet, we need to explore other methods of information sharing about Library events and information. A bulletin board in the Community Center?
- H. Draft Library Space Request: The request was finalized. A motion was made by board member Wendy Yager to move the request forward to Parks and Rec, seconded by Board member Linda Klopf and passed with a unanimous vote.

VI. Financial Report: Presented by Board Member Gloria Kelly.

VII. New Business: None

VIII. Visitor Comments: None

IX. Adjournment : A motion was made by board member Wendy Yager to adjourn the meeting at 4:40pm, seconded by board member Linda Klopf and unanimously approved.

Respectfully Submitted by Linda Klopf, Red Caboose Library Coordinator