

Minutes for January 2016

The Hand County Library Board of Trustees met on Wednesday, January 27, 2016, at 5:00 p.m. in the Historical Room of the Hand County Library.

Members present: Chairman Andrea Fiala, Trustees Mike Donlin, Gloria Keck, Librarians Ray Caffee and SuAnne Meyer.

Members absent: Mike Anglin, Marianne Peterka

Motion by Mrs. Keck, seconded by Mr. Donlin, to approve the minutes and petty cash. Carried.

National Library Week will be April 10-16, and the theme is "Libraries Transform."

The Board expressed appreciation to Margaret Steensen for a \$100 donation to the library.

The library will be closed on February 15 for Presidents Day.

Discussion was held on the telephone contract renewal from Midco Business. The \$20 phone line price would not change with the 60 month contract. The Board instructed the librarian to sign this agreement.

Librarian Meyer gave a report of recent library programming. The monthly preschool storytime is going well, and she will continue the monthly family movie night and Saturday matinee through the winter season.

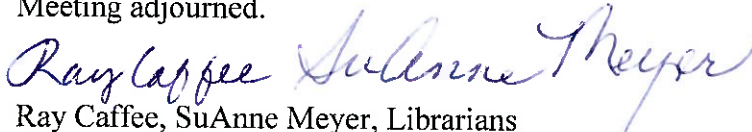
The Board reviewed the current committee assignments without changes. Those assignments are: Mike Donlin, Facilities; Mike Anglin, Personnel; Marianne Peterka and Gloria Keck, Policy; Andrea Fiala, Technology.

The next Board meeting will be held on Wednesday, February 24, 2016, at 5:00 p.m.

Motion was made by Mr. Donlin, seconded by Mrs. Keck, to approve the bills. Motion carried.

American News	#(426) newspaper renewal	\$ 242.82
Bob's Gas	#(426) propane	\$ 465.50
Demco	#(426) supplies	\$ 131.42
Ingram Library Services	#(426) books	\$ 570.50
Midcontinent Communications	#(428) telephone service	\$ 35.96
City of Miller	#(428) utilities	\$ 283.07
Debra Bushfield	#(410) salary	\$ 353.00
Ray Caffee	#(410) salary	\$ 853.97
SuAnne Meyer	#(410) salary	\$ 804.30
Connie Schroeder	#(410) salary	\$ 690.00

Meeting adjourned.

  
Ray Caffee, SuAnne Meyer, Librarians



Andrea Fiala, Library Board Chairman

Minutes for February 2016

The Hand County Library Board of Trustees met on Wednesday, February 24, 2016, at 5:00 p.m. in the Historical Room of the Hand County Library.

Members present: Chairman Andrea Fiala, Trustees Mike Anglin, Mike Donlin, Gloria Keck, Marianne Peterka, Librarians Ray Caffee and SuAnne Meyer.

Members absent: None

Motion by Mrs. Peterka, seconded by Mr. Donlin, to approve the minutes and petty cash. Motion carried.

The library Easter schedule was discussed. A request will be made to the County Commission that the library will be open on Friday, March 25 but closed on Saturday, March 26.

The One Book South Dakota for 2016 has been chosen: Some Luck by Jane Smiley. The book is about an Iowa farm family in the years 1920-1953. A discussion will be planned for later in the year.

The Board accepted with appreciation to Peggy McInnis a framed bookmark in memory of longtime librarian and friend Ellabeth Pugh.

The Board granted permission for Librarian Meyer to attend the Jump Start summer reading workshop in Huron on February 26. The theme this year is "On Your Mark, Get Set, READ!"

Librarian Meyer reported on library programming and the new Facebook page for the library.

The next Board meeting will be held on Wednesday, March 30, 2016, at 5:00 p.m.

Motion was made by Mr. Anglin, seconded by Mrs. Keck, to approve the bills. Motion carried.

Bob's Disposal	#(428) garbage service	\$ 22.00
Bob's Gas	#(426) propane	\$ 228.00
Ingram	#(426) books	\$ 479.08
Midcontinent Communications	#(428) telephone service	\$ 36.21
City of Miller	#(428) utilities	\$ 252.83
Plainsman	#(426) newspaper renewal	\$ 161.85
Recorded Books	#(426) audiobooks	\$ 134.95
Debra Bushfield	#(410) salary	\$ 353.00
Ray Caffee	#(410) salary	\$ 853.97
SuAnne Meyer	#(410) salary	\$ 804.30
Connie Schroeder	#(410) salary	\$ 920.00

Meeting adjourned.

*Ray Caffee SuAnne Meyer*

Ray Caffee and SuAnne Meyer, Librarians

*Andrea Fiala*

Andrea Fiala, Chairman

Minutes for March 2016

The Hand County Library Board of Trustees met on Wednesday, March 30, 2016, at 5:00 p.m. in the Historical Room of the Hand County Library.

Members present: Chairman Andrea Fiala, Trustees Mike Anglin, Mike Donlin, Gloria Keck, Librarians Ray Caffee and SuAnne Meyer.

Members absent: Marianne Peterka.

Motion by Mrs. Keck, seconded by Mr. Donlin, to approve the minutes and petty cash. Motion carried.

A memorial was received for Bernie Coss. The Board expressed appreciation for this memorial.

The annual report was reviewed and accepted by the Board.

SuAnne Meyer attended the Jump Start reading workshop in Huron, and reported that she found it of value for the upcoming summer reading program.

Librarian Meyer gave a report on March programming in the library.

National Library Week, "Libraries Transform," will be celebrated April 10-16. Plans are being made for the week which will culminate with a family movie and a matinee on Saturday.

The next Board meeting will be held on Wednesday, April 27, 2016, at 5:00 p.m.

Motion was made by Mr. Anglin, seconded by Mr. Donlin, to approve the financial report. Motion carried.

Bob's Disposal Service	#(428) garbage pickup	\$ 44.00
Bob's Gas	#(426) propane	\$ 209.00
Ingram Library Services	#(426) books	\$ 364.34
SuAnne Meyer	#(427) mileage	\$ 33.30
Midcontinent Communications	#(428) phone service	\$ 35.98
City of Miller	#(428) utilities	\$ 244.29
Debra Bushfield	#(410) salary	\$ 324.76
Ray Caffee	#(410) salary	\$ 853.97
SuAnne Meyer	#(410) salary	\$ 804.30
Connie Schroeder	#(410) salary	\$ 910.00
Mike Anglin	#(411) board meetings	\$ 24.00
Mike Donlin	#(411) board meetings	\$ 36.00
Andrea Fiala	#(411) board meetings	\$ 36.00
Gloria Keck	#(411) board meetings	\$ 36.00
Marianne Peterka	#(411) board meetings	\$ 12.00

Meeting adjourned.

*Ray Caffee SuAnne Meyer*

Ray Caffee and SuAnne Meyer, Librarians

*Andrea Fiala*

Andrea Fiala, Library Board Chairman

Minutes for April 2016

The Hand County Library Board of Trustees met on Wednesday, April 27, 2016, at 5:00 p.m. in the Historical Room of the Hand County Library.

Members present: Chairman Andrea Fiala, Trustees Mike Anglin, Mike Donlin, Gloria Keck, Marianne Peterka, Librarians Ray Caffee and SuAnne Meyer.

Member absent: None

Motion by Mr. Anglin, seconded by Mr. Donlin, to approve the minutes and petty cash. Motion carried.

National Library Week activities under the theme of "Libraries Transform" included a "transform your body" day open house with refreshments, "transform your soul" day featuring Chicken Soup books, and "transform your mind" with optical illusions, brain teasers, and puzzles.

Memorials were received for Mildred Davis and Victor Waters. The Board expressed appreciation for these gifts.

Trustees Gloria Keck and Marianne Peterka's terms expire July 1.

The Board approved a request by the librarians to attend a "Share-It" training in Pierre on May 6 for the new interlibrary loan system being offered by the State Library.

The new shelf has been completed for the student bulletin board. Mike Donlin will be assisting with installation.

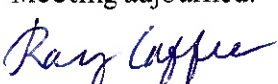

The library will be closed on Monday, May 30, in observance of Memorial Day.

The next Board meeting will be held on Wednesday, May 25, 2016, at 5:00 p.m.

Motion was made by Mrs. Peterka, seconded by Mrs. Keck, to approve the bills. Motion carried.

Bob's Disposal	#(428) garbage pickup	\$ 22.00
Ingram Library Services	#(426) books	\$ 378.87
Midcontinent Communications	#(428) phone service	\$ 36.08
City of Miller	#(428) utilities	\$ 253.27
Debra Bushfield	#(410) salary	\$ 353.00
Ray Caffee	#(410) salary	\$ 853.97
SuAnne Meyer	#(410) salary	\$ 804.30
Connie Schroeder	#(410) salary	\$ 860.00

Meeting adjourned.

   
Ray Caffee, SuAnne Meyer, Librarians

  
Andrea Fiala, Library Board Chairman

Minutes for May 2016

The Hand County Library Board of Trustees met on Wednesday, May 25, 2016, at 5:00 p.m. in the Historical Room of the Hand County Library.

Members present: Chairman Andrea Fiala, Trustees Mike Donlin, Gloria Keck, Marianne Peterka, Librarians Ray Caffee and SuAnne Meyer.

Members absent: Mike Anglin

Motion by Mrs. Peterka, seconded by Mrs. Keck, to approve the minutes and petty cash. Motion carried.

Pat Crackel and Nan Donlin presented a check to the library from the Hand County Library League in the amount of \$5,500. The Board expressed deep appreciation for this generous gift.

The library will be closed on May 30 for Memorial Day and July 4 for the Independence Holiday.

The Summer Reading Program will be held June 1-July 27. Story times will be on Wednesdays at 4:00 beginning June 8.

The preliminary budget was discussed. Mike Donlin made a motion, seconded by Marianne Peterka, to submit the preliminary budget to the auditor. Motion carried.

The Board discussed recommendations from custodian Elaine Cary regarding removing the vine on the west side of the building and the concrete roof drain needing repair on the east side of the library. The Board would like to keep the vine for now, and instructed the librarians to seek professional advice regarding the repairs to the drain from Will Jones Construction, including estimated cost for such repairs.

Performance reviews were conducted for Ray Caffee and Connie Schroeder. Gloria Keck made a motion, seconded by Mike Donlin, to recommend to the commissioners that Connie Schroeder has satisfactorily completed her orientation period, and should be considered for a permanent ½ time position as library clerk, including a raise and benefits as specified in the policy manual. Motion carried.

The next Board meeting will be held on Wednesday, June 29, 2016, at 5:00 p.m.

Motion was made by Mr. Donlin, seconded by Mrs. Peterka, to approve the bills. Motion carried.

Bob's Disposal	#(428) garbage disposal	\$ 22.00
Ray Caffee	#(427) mileage, Share-It Workshop	\$ 60.48
Midcontinent Communications	#(428) phone service	\$ 36.13
City of Miller	#(428) utilities	\$ 218.87
Debra Bushfield	#(410) salary	\$ 268.28
Ray Caffee	#(410) salary	\$ 853.97
SuAnne Meyer	#(410) salary	\$ 804.30
Connie Schroeder	#(410) salary	\$ 850.00

Meeting adjourned.

  
Ray Caffee & SuAnne Meyer, Librarians

Andrea Fiala, Library Board Chairman



Minutes for June 2016.

The Hand County Library Board of Trustees met on Monday, June 27, 2016, at 5:00 p.m. in the Historical Room of the Hand County Library.

Members present: Chairman Andrea Fiala, Trustees Mike Anglin, Mike Donlin, Gloria Keck, Marianne Peterka, and Librarians Ray Caffee and SuAnne Meyer.

Members absent: None

Motion by Mrs. Peterka, seconded by Mr. Donlin, to approve the minutes and petty cash. Motion carried.

Mr. Anglin made a motion, seconded by Mr. Donlin, to recommend the re-appointments of Gloria Keck and Marianne Peterka to the Board of Trustees for three year terms beginning July 1, 2016. Motion carried.

The library will be closed on Monday, July 4.

The summer reading program will end July 27, with a pool party scheduled from 5-6 on July 29.

The preliminary budget was reviewed with minor corrections noted from last month's review.


The family of Mildred Davis provided flowers for the planter on the west side of the building. The Board expressed appreciation for this donation.

The next Board meeting will be held on Monday, July 25, 2016, at 5:00 p.m.

Motion was made by Mr. Anglin, seconded by Mrs. Peterka, to approve the bills. Motion carried.

Bob's Disposal	#(428) garbage pickup	\$ 22.00
Center Point Large Print	#(426) books	\$ 532.08
Ingram Library Services	#(426) books	\$ 572.31
Midcontinent Communications	#(428) phone service	\$ 35.97
City of Miller	#(428) utilities	\$ 227.57
Mike Anglin	#(411) board meetings	\$ 24.00
Mike Donlin	#(411) board meetings	\$ 36.00
Andrea Fiala	#(411) board meetings	\$ 36.00
Gloria Keck	#(411) board meetings	\$ 36.00
Marianne Peterka	#(411) board meetings	\$ 36.00
Debra Bushfield	#(410) salary	\$ 338.88
Ray Caffee	#(410) salary	\$ 853.97
SuAnne Meyer	#(410) salary	\$ 804.30
Connie Schroeder	#(410) salary	\$ 840.00

Meeting adjourned.

   
Ray Caffee, SuAnne Meyer, Librarians

  
Andrea Fiala, Library Board Chairman

Minutes for July 2016.

The Hand County Library Board of Trustees met on Monday, July 25, 2016 at 5:00 p.m. in the Historical Room of the Hand County Library.

Members present: Chairman Andrea Fiala, Trustees Mike Donlin, Gloria Keck, Marianne Peterka, Librarians Ray Caffee and SuAnne Meyer.

Members absent: Mike Anglin.

Mrs. Peterka made a motion, seconded by Mrs. Keck, that a unanimous ballot be cast re-electing Andrea Fiala as chairman and Mike Donlin as vice-chairman. Motion carried.

Motion by Mrs. Peterka, seconded by Mrs. Keck, to approve the minutes and petty cash. Motion carried.

A \$25 memorial was received for Erla Nicholas from the Class of 1956. The Board expressed appreciation for this gift.

The library will be closed on Monday, September 5 for Labor Day.

Library maintenance issues were discussed. The library was treated for pests by an exterminator, and that seems to have eliminated the flea problem. Will Jones of Jones Construction will be giving us an estimate for the repair of the drain on the east side of the library. The wallpaper border below the skylight will be installed soon by Patty Werdel. The sprinkler heads for the irrigation system were replaced by Dave Wientjes. The Board expressed appreciation to Dave for his generous donation of time and materials in making these repairs.

Information was reviewed regarding the merger of TECO Energy, Inc. and Emera US Inc. The 200 shares the library holds in the Elizabeth McKay Hermann Memorial Fund will be worth \$27.55 per share upon the completion of the Letter of Transmittal. A motion was made by Mike Donlin, seconded by Gloria Keck, to complete the Letter of Transmittal, surrendering the 200 shares to be paid at \$27.55 per share and to place the proceeds into the Elizabeth McKay Hermann Memorial Fund of the Hand County Library. Motion carried.

The summer reading program will end July 27, with a total of 127 participants. A pool party will be held on July 29 from 5-6, with ice cream and cookies being served afterward at Heidepriem Park. Prizes will also be awarded.

Mrs. Keck made a motion to approve the Library Policy Manual with recommended changes. Mr. Donlin seconded, motion carried.

The next Board meeting will be held on Wednesday, August 31, 2016, at 5:00 p.m.

Motion was made by Mr. Donlin, seconded by Mrs. Peterka, to approve the bills. Motion carried.

Bob's Disposal	#(428) garbage pickup	\$ 22.00
Book Systems, Inc.	#(422) circulation subscription	\$1,885.00
DeGeest Electrical	#(425) light repairs	\$ 144.79
Demco	#(426) library supplies	\$ 202.18
Midcontinent Communications	#(428) telephone services	\$ 36.05
City of Miller	#(428) utilities	\$ 395.41
Olson's Pest Technicians	#(425) spraying	\$ 725.00
	#(426) supplies	\$ 23.00
Debra Bushfield	#(410) salary	\$ 254.16
Ray Caffee	#(410) salary	\$ 853.97
SuAnne Meyer	#(410) salary	\$ 804.30
Connie Schroeder	#(410) salary	\$ 766.50

Meeting adjourned.

*Ray Caffee SuAnne Meyer*

Ray Caffee, SuAnne Meyer, Librarians

Andrea Fiala, Library Board Chairman

*Andrea Fiala*



Minutes for August 2016

The Hand County Library Board of Trustees met on Wednesday, August 31, 2016, at 5:00 p.m. in the Historical Room of the Hand County Library.

Members present: Chairman Andrea Fiala, Trustees Mike Anglin, Mike Donlin, Gloria Keck, Marianne Peterka, Librarians Ray Caffee and SuAnne Meyer.

Members absent: None.

Motion by Mrs. Keck, seconded by Mr. Donlin, to approve the minutes and petty cash. Motion carried.

The library will be closed on October 10 for Native American Day.

Programming reports were presented, including the summer reading program wrap-up and pool party, monthly preschool story time will resume in September, Rosemary Moeller gave a book talk on August 31, and the One Book South Dakota book discussion will be held on Wednesday, October 26 at 2:00. Lana Dannenbring-Eichstadt will be the facilitating scholar for the discussion of Some Luck by Jane Smiley.



The provisional budget was reviewed.

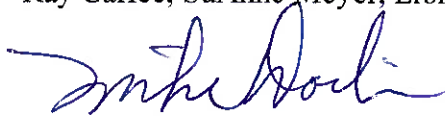
The next Board meeting will be held on Wednesday, September 28, 2016, at 4:15 p.m.

Motion was made by Mr. Anglin, seconded by Mrs. Peterka to approve the bills. Motion carried.

Bob's Disposal Service	#(428) garbage pickup	\$ 22.00
Ingram Library Services	#(426) books	\$ 515.98
Midcontinent Communications	#(428) telephone service	\$ 36.73
City of Miller	#(428) utilities	\$ 453.26
Debra Bushfield	#(410) salary	\$ 338.88
Ray Caffee	#(410) salary	\$ 853.97
SuAnne Meyer	#(410) salary	\$ 804.30
Connie Schroeder	#(410) salary	\$ 955.50

Meeting adjourned.

   
Ray Caffee, SuAnne Meyer, Librarians

  
Mike Donlin, Library Board Vice-Chairman

Minutes for September 2016

The Hand County Library Board of Trustees met on Monday, September 26, 2016, at 4:15 in the Historical Room of the Hand County Library.

Members present: Vice-Chairman Mike Donlin, Trustees Mike Anglin, Gloria Keck, Librarian Ray Caffee.  
Members absent: Andrea Fiala and Marianne Peterka.

Motion by Mrs. Keck, seconded by Mr. Anglin, to approve the minutes and petty cash. Motion carried.

The SD Share-It program has been operational since July 1. The library has received 21 requests from borrowers, and we have requested 3 items. This replaces the SD Library Network for interlibrary loans which has ended services.

The library will be closed on November 11 for Veteran's Day and 25-26 for Thanksgiving.

Our One Book South Dakota discussion of Some Luck by Jane Smiley will be held on October 26 at 2:00 with scholar and facilitator Lana Dannenbring-Eichstadt.

The state youth reading programs (Prairie Bud, Prairie Bloom, Prairie Pasque and YARP for middle and high school students) are now underway, and the library has copies of all the books on the lists.

Preschool story time was held on September 12.

A television and VCR are not being used, and on a motion by Mike Anglin, seconded by Gloria Keck, these items were declared surplus and placed on the county surplus sale. Motion carried.

Payment was received from the required sale of TECO Energy Inc. stocks. The \$5,510.00 was deposited in the memorial account for the Hermann memorial.

Gloria Keck presented the library with a rosemaled plate created by the late B. Verdugt, a Hand County resident.


The next Board meeting will be held on Wednesday, October 26, 2016, at 4:15 p.m.

Motion was made by Mr. Anglin, seconded by Mrs. Keck, to approve the bills. Motion carried.

Bob's Disposal Service	#(428) garbage pickup	\$ 22.00
Bob's Gas	#(426) propane	\$ 170.00
Demco	#(426) supplies	\$ 310.21
Ingram Library Services	#(426) books	\$ 715.53
Midcontinent Communications	#(428) telephone services	\$ 36.09
City of Miller	#(428) utilities	\$ 497.27
Recorded Books	#(426) audiobooks	\$ 107.98
Debra Bushfield	#(410) salary	\$ 254.16
Raymond Caffee	#(410) salary	\$ 853.97
SuAnne Meyer	#(410) salary	\$ 804.30
Connie Schroeder	#(410) salary	\$ 966.00
Mike Anglin	#(411) board meetings	\$ 24.00
Mike Donlin	#(411) board meetings	\$ 36.00
Andrea Fiala	#(411) board meetings	\$ 24.00
Gloria Keck	#(411) board meetings	\$ 36.00
Marianne Peterka	#(411) board meetings	\$ 24.00

Meeting adjourned.

  
Ray Caffee, Librarian

  
Mike Donlin, Library Board Vice-Chairman

Minutes for October 2016

The Hand County Library Board of Trustees met on Wednesday, October 26, 2016, at 4:15 in the Historical Room of the Hand County Library.

Members present: Chairman Andrea Fiala, Mike Anglin, Mike Donlin, Gloria Keck, Marianne Peterka, Librarians Ray Caffee and SuAnne Meyer.

Members absent: None

Motion by Mr. Anglin, seconded by Mr. Donlin, to approve the minutes and petty cash. Motion carried.

Memorials were received for Peggy Ames and Doris Jones. The Board expressed appreciation for these memorial gifts.

The library hosted the One Book South Dakota book discussion with seven participants. A preschool story time and a movie matinee were other programs for the month.

The library will sponsor a decorated tree at the Court House. Decorating will be on November 22, with the Christmas Open House taking place December 1 in conjunction with Christmas on the Prairie events throughout town. The Hand County Library League cookie sale will be held at Quoin Bank on this date also.

A bid was not received for the drain repair. The Board agreed to postpone this project until spring. Dave Wientjes winterized the sprinkler system. The Board expressed appreciation for this service.

A request will be made for the library's holiday hours to be closed December 24 & 26 and December 31-January 2.

The next Board meeting will be held on Wednesday, November 30, 2016, at 4:15 p.m.

Motion was made by Mrs. Peterka, seconded by Mrs. Keck, to approve the bills. Motion carried.

Bob's Disposal Service	#(428) garbage pickup	\$ 22.00
Ingram Library Services	#(426) books	\$ 496.35
Midcontinent Communications	#(428) telephone service	\$ 36.50
City of Miller	#(428) utilities	\$ 356.93
Miller Press	#(426) subscription renewal	\$ 40.00
Rapid City Journal	#(426) subscription renewal	\$ 276.07
Debra Bushfield	#(410) salary	\$ 338.88
Raymond Caffee	#(410) salary	\$ 853.97
SuAnne Meyer	#(410) salary	\$ 804.30
Connie Schroeder	#(410) salary	\$ 882.00

Meeting adjourned.

   
Ray Caffee and SuAnne Meyer, Librarians

  
Andrea Fiala, Library Board Chairman

Minutes for November 2016

The Hand County Library Board of Trustees met on Wednesday, November 30, 2016, at 4:15 p.m. in the Historical Room of the Hand County Library.

Members present: Trustees Mike Anglin, Andrea Fiala, Gloria Keck, Marianne Peterka, Librarians Ray Caffee and SuAnne Meyer

Member absent: Mike Donlin

Motion by Mrs. Keck, seconded by Mr. Anglin, to approve the minutes and petty cash. Motion carried.

The library will be closed December 24 and 26 for Christmas, December 31 and January 2 for New Years, and January 16 for Martin Luther King Day. The library was closed for Thanksgiving on November 24-25. The dates were incorrectly listed in the September minutes.

Story time will be December 12 with a gingerbread theme, and movie matinee will feature a Christmas movie on December 19. A library scavenger hunt will be available for kids in December.

The Library League cookie sale will be held December 1 starting at 5:00 at Quoin Bank. Ray will be helping out at the Christmas on the Prairie event as Frosty the Snowman. The library also sponsored a decorated tree at the Court House with a Dr. Seuss theme, and will be participating in the "decorate your window" contest sponsored by C&C.

The Board expressed appreciation for a memorial from the family of Doris Jones.

The Board completed the yearly evaluation process for SuAnne Meyer.

The next Board meeting will be held on Thursday, December 22, 2016, at 2:30 p.m.

Motion was made by Mrs. Peterka, seconded by Mr. Anglin, to approve the bills. Motion carried.

Bob's Disposal Service	#(428) garbage pickup	\$ 22.00
Center Point Large Print	#(426) books	\$1,035.36
Ingram	#(426) books	\$1,023.13
Midcontinent Communications	#(428) phone service	\$ 36.44
City of Miller	#(428) utilities	\$ 219.27
Recorded Books	#(426) audiobooks	\$ 136.76
Debra Bushfield	#(410) salary	\$ 395.36
Ray Caffee	#(410) salary	\$ 853.97
SuAnne Meyer	#(410) salary	\$ 804.30
Connie Schroeder	#(410) salary	\$ 808.50

Meeting adjourned.

*Ray Caffee SuAnne Meyer*

Ray Caffee, SuAnne Meyer, Librarians

*Andrea Fiala*

Andrea Fiala, Library Board Chairman

Minutes for December 2016

The Hand County Library Board of Trustees met on Thursday, December 22, 2016, at 2:30 in the Historical Room of the Hand County Library.

Members present: Trustees Mike Anglin, Andrea Fiala, Gloria Keck, Marianne Peterka, Librarian Ray Caffee

Members absent: Mike Donlin

Motion by Mrs. Keck, seconded by Mrs. Peterka, to approve the minutes and petty cash. Motion carried.

The library will be closed December 24, 26, 31 and January 2 for the Christmas and New Year holidays, and January 16 for Martin Luther King Jr. Day.

The Library League cookie sale was held December 1 at Quoin Financial Bank, and the library sponsored a decorated tree for the holiday tree display at the court house with a "Dr. Seuss" theme.

Memorials were received for Jane Sizer and Nikki Carr. Janice Rowen donated a shelving cart and poinsettia, and SuAnne Meyer donated an electric pencil sharpener. The Board expressed appreciation for these gifts and memorials.

The summer reading program theme for 2016 will be "Build a Better World".

For the month of December, the library had a preschool story time and a Saturday movie matinee, During January, cookbooks and tea will be celebrated in honor of National Soup, Oatmeal and Tea month.

The next Board meeting will be held on Monday, January 30, 2017, at 4:15 p.m.

Motion was made by Mr. Anglin, seconded by Mrs. Peterka, to approve the bills. Motion carried.


Amazon	#(426) books & DVDs	\$ 137.96
Bob's Disposal Service	#(428) garbage pickup	\$ 22.00
Bob's Gas	#(426) fuel	\$ 545.00
Ray Caffee (Norton Software.com)	#(426) antivirus software	\$ 208.99
Center Point Large Print	#(426) books	\$1,136.10
Central Programs/Gumdrop Books	#(426) books	\$ 845.45
Demco	#(426) library supplies	\$ 966.59
Ingram Library Services	#(426) books	\$ 211.21
Midcontinent Communications	#(428) telephone	\$ 36.44
City of Miller	#(428) utilities	\$ 236.73
Overdrive	#(426) digital subscription	\$1,500.00

Minutes for December 2016, continued.

Debra Bushfield	#(410) salary	\$ 338.88
Ray Caffee	#(410) salary	\$ 853.97
SuAnne Meyer	#(410) salary	\$ 804.30
Connie Schroeder	#(410) salary	\$ 945.00
Mike Anglin	#(411) board meetings	\$ 36.00
Mike Donlin	#(411) board meetings	\$ 12.00
Andrea Fiala	#(411) board meetings	\$ 36.00
Gloria Keck	#(411) board meetings	\$ 36.00
Marianne Peterka	#(411) board meetings	\$ 36.00

Meeting adjourned.

  
Ray Caffee, Librarian

  
Andrea Fiala, Chairman