



Mitchell Public Library Board of Trustees

12/21/2021 - Minutes

**1. Call To Order**

*Board President Temple called the meeting to order at 5:00 p.m.*

**2. Roll Call**

*The following members were present in person: Ann Temple, Dennis Nath, Deb Everson, Diana Goldammer, and Steve Rice. Board member Emma DeVos was excused. Also present were Kevin Kenkel, Library Director; Jean Patrick, Children's Services Librarian; and Zack North, Adult Services Librarian.*

**3. Approval Of The Agenda**

*Motion by Rice, seconded by Nath to approve the agenda. All members present voting "Aye". Motion carried.*

**4. Approval Of The Minutes**

*Board members reviewed the minutes from the November 16, 2021 board meeting. Motion by Everson, seconded by Rice to approve these minutes. All members present voting "Aye". Motion carried.*

**5. Director's Report**

*Board members reviewed written reports and monthly statistics for October 2021. Motion by Goldammer, seconded by Everson to approve the director's report. All members present voting "Aye". Motion carried.*

**6. Financial Report & Approval Of Bills**

*Board members reviewed the November 2021 financial reports and bank statement. Motion by Rice, seconded by Nath to approve the November 2021 financial reports. All members present voting "Aye". Motion carried.*

**7. Business Items**

**A. Action To Approve Funding Requests For December 2021.**

*Kenkel presented four funding requests totaling \$7,550. The requests were for adult crafting supplies, incentive prizes for the adult winter reading challenge, incentive prizes for the children's winter reading challenge, and funding for the 2022 children's summer reading program. Board members also discussed marketing ideas for promoting library programming. Motion by Goldammer, seconded by Rice to approve these funding requests. All members present voting "Aye". Motion carried.*

## **B. Appoint Working Committee And Set Meeting Time**

*Board members set the date, time, and location for a board retreat to review the fall library survey responses and discuss possible goals for the upcoming year. The retreat will be January 4, 2022 at 5:30 p.m. in the library community room.*

## **8. Committee Reports**

*Board member Everson reported on the library card design selection committee's work in November and December. The winning designs will be announced December 27, 2021 at 7:00 p.m. in the library community room.*

## **9. Board Input**

*Board president Temple informed other board members that she and board member Nath conducted Kenkel's annual performance review. That review was submitted to the city's human resources department.*

## **10. Citizen's Input- Public Presentation To, Or Discussion With, The Board.**

*No citizen's input was given.*

## **11. Adjournment**

*Due to the Martin Luther King holiday in January, Board members scheduled the January board meeting for January 25, 2022 at 5:00 p.m. in the City Council chambers. There being no further business, President Temple declared the meeting adjourned at 5:48 p.m.*