

## Rawlins Municipal Library Board

February 22, 2021

### MINUTES

The Rawlins Municipal Library Board held its monthly meeting on Monday, February 22 at 5:00 p.m. in the South Dakota Room. Present were Amy Weller, Jill Kruger, Renae Lehman, Sue Douglas, and Library Director Robin Schrupp. Sara Aker & Commissioner Representative Jim Mehlhaff were absent. President Weller called the meeting to order. The consent calendar which included the agenda and the January minutes were reviewed. A motion for acceptance was made by Kruger, seconded by Lehman, & approved by all. There were no public comments to address.

General circulation for the month of January was 6,467 (still in Phase 3). A total of 2,162 eBooks were checked out and 231 internet/computer uses were recorded. Physical patron count was 1,807; open 29 days, average of 63/day.

Librarian's Report -. *As of this writing, the Library remains in CoVid Phase 3 with minor restrictions.*

Staff members are working to compile all of the information necessary to complete the PLS Public Library Survey (Annual Report) which is due at the end of March. Since entering a new budget year, the Library is filling the backlog of book orders and plans to add new computers. Programming is expected to resume by mid to late summer. Children's Librarian Kaus is preparing the Summer Reading Program, which begins in June. / IT/Reference Librarian Kerry Bowers is presenting a Digital Learning Day on Feb. 25<sup>th</sup>. This is a day devoted to all things techie. Patrons may come in and get assistance setting up their devices, email, eReaders, etc and learn how to access our databases and eBook/digital magazine services./ Carson Block of Carson Block Consulting will be presenting "Library Technology, Broadband, and Tech Trends" at the State Library on March 25<sup>th</sup> from 9-3:30 pm. Mr. Block will be the speaker and instructor on library technology, broadband expansion, and coming technological trends. He will be focusing on technology for public libraries, trends, equipment and planning (including technology plan creation). Schrupp and Bowers will be in attendance.

Existing Business – The financial & statistical reports were discussed and approved.

New Business – The interviewing process continues for an additional part-time library assistant. Hannah Houdyshell was hired in January to fill one of the vacant slots but there is still one open position remaining. / The board discussed the library re-opening plans (currently restricted under Phase 3) and agreed to the recent allowance of children over 5<sup>th</sup> grade to use the library unsupervised. The situation will be re-evaluated each week to determine whether programming and full patron capacity will be reinstated.

The meeting adjourned at 6:00 p.m. The next meeting will be Monday, March 29, 2021, at 5:00 p.m. in the South Dakota Room @ Rawlins Library.

Amy Weller  
Board President

Robin Schrupp  
Library Director