

Keizer Community Library Board of Directors

December 8, 2022

BOD members present: Barbara Miner, Betty Hart, BJ Toewe, John Goodyear, Kris Adams, Libby Seil, Paula Guiles.

Guests: Gabriella Turney, Lori Koho.

Absent: Elaine Goff, Erma Garrison, Jamie Hinsz, Johanna Allen, Lyndon Zaitz.

Meeting called to order at 6:07 p.m.

PUBLIC COMMENTS: None

ACTIONS REQUESTED:

- M.S.P. Approved November 9, 2022 meeting minutes with change - within the Financial Report, Direct Mail, change "I" to" John Goodyear."
- Board members asked to record hours worked during November
- M.S.P. Libby Seil will retain her KCL Board position for another three year term.
- Fatima Falcon has emailed her resignation from the KCL Board.

ABE Books: 217 books were listed in 2021 and 55 were added in 2022. ABE charges \$25 per month for listing books. It was decided that if a rare book is purchased in the Library, a 20% discount will be given.

BOOK SALE REPORT: Libby Seil reported that there were about 100 transactions each day and that the book sale received great publicity. The book sale grossed \$1,902.80 and \$108 in donations. Expenses associated with the book sale include \$200/mo for the storage unit, around \$60 for the rented truck (only used one way), and the fee to use the Square. It was noted that it would be advantageous to use the Library banner in subsequent book sales. There needs to be further discussion concerning the potential benefit of raising prices – will the book sale net higher profits if this is done?

LIBRARY MANAGER REPORT:

- Statistics were down during the past month for # of new patrons, # checkouts and # patrons coming in. Volunteers will be asked to let patrons know that the library will continue to be open through at least 2023.
- 49 new books were added, with 27 purchased by the library. Books on the New book shelves have an 85% checkout rate, so new books may be shifted to bring both sections to the front of the bookcase.

- 6 of the 13 books on the “Book Saver” shelves have been checked out (46%). These are books that hadn’t circulated on the regular shelves since inception of Atrium. The new display highlights the holiday, winter and snow.
- Marion County can do a free event featuring “Fixperts” – one program idea for adult learners.

FINANCIAL REPORT: November - At the end of November there was a balance of \$15,287.06 in the checking account, down by \$2,230 from 10/31. This was a very routine month. Our initial budget was \$52,995. We have 29% remaining, with 1 months to go. The debit account had \$202, we passed \$237 through the account. There is \$40,836.76 in the savings account this month reflecting an increase of \$1,620.30 which was the net from the book sale. The CD held at \$30,045.06. This gives us total of \$86,371.

2023 BUDGET – budget is presented with \$60,000 expected from city funding for 2023.
MSP to approve 2023 budget as presented.

COMMITTEE/WORK GROUP REPORTS

- At the January meeting, each board member will be asked to volunteer to chair or work on at least one library committee.
- **Adult Education** – Paula reported that training will be finished before Christmas and that Vivien will help guide beginning to work with patrons in January.
- **Community Dinner** – the board decided that the library should ask to sponsor the Community Dinner in March. We will need a board member to volunteer to assume responsibility for this event.

MEETING TIME/DAYS FOR 2023: Barbara will send out a poll to all board members.

The meeting was adjourned at 7:55 p.m.