

**Boswell Public Library Board Meeting**  
**March 21, 2023**  
**6:30 pm**

Present: Vicki Goodwine, Deb Orr, Kathy Geswein, George Doeden, Teresa Clawson, Marie Brown

Absent: Deb Shepperd, Shirley Roth

1. Call to Order
2. Public Forum, no one came
3. Approval of Minutes: **Motion: Vicki, Second, Teresa, Approved.**
4. Approval of Vouchers & Treasurer's Report
  - a. **Motion: Kathy, Second, Deb, Approved.**
5. Director's Report
  - a. Statistics for February
    - i. Circulation continues to go up, electronic and physical items.
  - b. Spring Break activities planned, Monday, Chocolate Bingo, and Tuesday, Paint a Tiny Canvas. All ages welcome.
  - c. Attended the Southeast Collaborative Conference online 3/14 – 3/16
    - i. New ideas to try for Summer Reading Program, change to a Bingo type tracking system, probably won't change anything, but it is fun to think about.
    - ii. Use a digital photo frame to promote library programs in house. Thinking of buying another computer monitor and repurposing one of the old computers to create this.
  - d. LibraryIQ training, a new way to look over the data from the library. Compares last year to this year, for circulation. Makes nice graphs.
  - e. President sign off on Marie's Work Hours
6. Unfinished Business
  - a. Drainage Project.
    - i. Teresa, update on meeting room southeast corner repair, she found white mold. She could put her hand in the gap. 9" down past the baseboard. Air comes through the gap. Plastic between wall board and brick and it was cut.
    - ii. George: South wall redone. Turnbacks on the window. South drywall, east side plaster. Gut the corner. Seal corner.
    - iii. Ben Norton was asked to complete the interior corner repair.
      1. He said that the foam on the cement would not work, it will trap the moisture, like in the old Town Hall.
      2. Cistern draining, possibly through broken pipes, still creating moisture in the corner of the building.
      3. He didn't have time to give me an estimate for the interior repair.
      4. He says that he can do the exterior drainage project for less than Crawlspace Remediation. He didn't have time to give me an estimate.
      5. He will be billing the library for his time to create the estimates.

- 6. Estimates should be ready by the April meeting.
    - iv. Ask Johnson in Attica to run a camera down the cistern. Can tell if tile is working. Water, humidity, why is it damp?
    - v. Check current code for cisterns/drainage.
  - b. Elevator tank heater, elevator not leveling every time, ADA compliance.
    - i. Tank Heater Install: Material, \$425, Labor, \$565, Total \$990, price went down. Marie talked to Nate Neal, he said that Kone will honor the lower price, but the work will have to be done during a maintenance visit.
    - ii. Oil Change: Material & Oil Disposal, \$2,306, Labor, \$2,174, Total \$4,480
    - iii. 67 degrees in the elevator room.
    - iv. Hydraulic oil looks low.
    - v. Can they do annual maintenance soon? What do they look at during the annual maintenance? Not on forms that Marie can find.
    - vi. George will check the big blue binder to see what he can find out about elevator maintenance.
  - c. New webpage up and running. boswelllibrary.org
7. New Business
- a. Friends of the Library has disbanded.
    - i. Check for \$10,000 given to George on 2/27/23. Deposited in the library's bank account.
    - ii. Jan Fox says that there is around \$5,000 remaining in the account. Money has been deposited into the library's bank account, \$5,339.55 on 3/15/23.
    - iii. Board and Staff signed a thank you card for Jan to be mailed tomorrow.
    - iv. Discussion about what the Friends have done for the library in the past: Soup dinners, raffles.
  - b. Change internet provider from AT&T to Mainstream Fiber.
    - i. AT&T, Internet and Phone Bill, \$243/month currently, goes up to \$280/month in May.
    - ii. Mainstream Fiber, Internet and Phone and Dedicated Fax Line, \$235/month. Faster internet. Can lock the price down for a 3 year contract.
    - iii. Go with Mainstream. **Motion: Deb, Second, Teresa, Approved.**
  - c. New flagpole:
    - i. Bill Hudson spoke to Andrea Bowman of the Benton Community Foundation. She said that the library could apply for a grant to cover the replacement.
      - 1. Flagpoles have gone up since Marie last looked at them. To get one that can withstand the wind costs \$725 plus shipping.
      - 2. Installation costs: \$4.99/60 pound bag of 5000 PSI concrete, Marie is not sure how much will be needed. Plus labor, Bill Hudson has volunteered, but we might need someone younger to complete this task.
      - 3. Deb Orr suggests USA Flags. Marie will check. Marie will submit request to the Community Foundation.
  - d. Review: General Library Objectives, p 3
8. Adjournment: **Motion: Kathy, Second, Deb, Approved.**

Next meeting: Tuesday, April 25<sup>th</sup> at 6:30 pm, one week later because Director will be out of town.

Minutes taken by Marie Brown.