

Kendall Young Library  
Board of Trustees Meeting  
January 24, 2022 Minutes

The Kendall Young Library Board of Trustees met on Monday, January 24, 2022.

Members present were Carol Yanda, Crystal Gordon, Steve Vande Zande, Heidi Barrick, and Gayette Grimm. Also present was Ketta Lubberstedt-Arjes, Ann McLaughlin, Tom Schutter, Greta Oberender, and Susan Griffith.

The meeting was called to order at 6:00pm by president, Carol Yanda. The minutes of the December 20 meeting were approved.

### **Public Input**

Susan Griffith said the times of the meeting were not posted on the web page.

### **Farmer's National Report – Tom Schutter**

Tom Schutter presented the Kendall Young Library Trust farm report. See his written report for details.

The Library received \$132,555.62 in bonus rent. Steve Vande Zande moved and Gayette Grimm seconded the motion to transfer \$125,000 to the income subtrust fund at Edward Jones. Motion carried by unanimous vote.

### **Financial Reports and Disbursement of Checks**

Steve Vande Zande moved and Heidi Barrick seconded the motion to accept the Farmers National Report, the Financial Reports and the Disbursements of Checks. Motion carried by unanimous vote.

### **Director's Report**

#### **December Programs**

Children's 14 programs  
Total = 147

Teen 7 Teen Lounge  
Total = 17

Adults DIY Take + Make = 100  
ESL = 1  
Total = 101

#### **February Programs**

- Children's programs will continue
  - Wild Things (PreK-2<sup>nd</sup>) - Tuesdays at 3:45
  - Hungry Caterpillars (Preschool) – Wednesdays at 10:30
  - Tweens Time (3<sup>rd</sup>-5<sup>th</sup>) – Thursdays at 3:45

- Saturday Stem Time (PreK-5<sup>th</sup> grade) – Saturdays 10:30-400
- Activities planned: Log cabins, self-portraits, windsocks, cars & castles, jewelry making, candy experiments, thumbprint Valentine cards
- Teen Lounge will continue.
- DIY Club will be making a “Heart Pillow.”

### **Building**

- Excel Mechanical will be submitting a proposal to repair the pipe gaskets.
- The goal is to have the new floor installed the week of March 15 which is Spring Break. Bryan Gilbert has two big projects that need to be finished first.

### **Other Items**

- The staff breakfast will be Friday, January 28. The Library will open at 11am.
- Appeal Letter = \$18,300
- The Library is partnering with the Girl Scouts. They are making cards for our Home Library patrons, and Chris will deliver them.
- We are interviewing candidates for the part-time positions next week.
- Nicole is cleaning and organizing local history and Jane Young Room.

### **Old Business**

#### A. COVID

The Library will continue to follow the CDC guidelines.

#### B. Budget

Ketta presented the final draft of the 2022 budget. Gayette Grimm moved and Heidi Barrick seconded the motion to approve the 2022 budget wither her raise pending her evaluation.

#### C. 2020 Financial Report

Carol contacted Sam Burleson concerning the 2020 financial report. He will email the rough draft by the end of the week. A meeting will be schedule with Sam, Ann and the Finance Committee to review the report.

#### D. MacKinlay Kantor’s Boy Scout Uniform

Ketta contacted Jaime Seiser concerning the Scouts wanting the uniform for their meeting space at the American Legion. Jaime said John Kayser does not represent the Boys Scouts, and he feels the uniform should stay at the Library where it would be better secured.

The Library will not give the uniform to the Boy Scouts.

#### E. Correspondences

Carol shared a thank you from Greta Oberender for the holiday treats provided by the Board.

## **New Business**

### A. Election of Officers

The Board voted on the 2022 officers:

President:	Carol Yanda
Vice President:	Gayette Grimm
Secretary:	Heidi Barrick
Treasurer:	Steve Vande Zande
Gift Chairman:	Crystal Gordon

### B. Committee Appointment

The subcommittees for 2022 are:

Farm: Crystal Gordon and Steve Vande Zande  
Technology: Heidi Barrick and Gayette Grimm  
Building and Ground: Steve Vande Zande and Gayette Grimm  
Finance: Crystal Gordon and Carol Yanda

### C. Ransomware

Ketta reported that the Library's computers were compromised by ransomware on January 9<sup>th</sup>. The insurance company will complete an investigation then Todd, our IT technician, will restore the data. Todd has requested that we subscribe to Office 365 for email. By going this route, our email will never be interrupted again.

## **Committee Reports**

There was no discussion.

## **Future Agenda Items**

Remodeling the children's department.  
The Board needs to discuss the Trustee handbook for continuing education credits.

## **Other**

The next board meeting will be Monday, February 21 at 6:00pm.

The meeting was adjourned at 8:15pm.

Respectfully submitted by Ketta Lubberstedt-Arjes, Library Director