

**Cole Library Board of Trustees**  
**Meeting: December 21, 2021**  
**8:30 a.m. Room 326**

**Present: Cathy, Diana, Chris, Jackie, Greg, Gwen & Tracey**

- I. The meeting was called to order at 8:35 a.m. by President Diana Corcoran.
- II. The November minutes were approved with no changes.
- III. Reports/Ongoing Business
  - a. President – Diana reported that she had looked at BrainFuse and thought it was a great resource. Diana and Cathy will write a Cole Corner article about it.
  - b. Public Librarian
    - i. **Gary's Round Up:** Cole Library and the Lisbon Library will be the beneficiaries of Gary's February Monthly roundup.
    - ii. **Linn County Library Update:** Cathy reported most libraries in the area are following the same protocols during the Pandemic.
    - iii. **County Contract Update:** Contract has been signed and money should arrive by February – likely around \$30k.
    - iv. **E-Resources Heading on website:** E-Resources heading will be made into 2 new headings – Ebooks/Entertainment and E-Resources/Education.
  - c. Librarian's Report
    - i. **Financial Report.** Greg reviewed the latest Financial Report with the Board.
    - ii. **Gayle Renewal** – Cathy reported that the Gayle database isn't being used by the public (no one has asked for it since it has been removed). The Board agreed not to purchase a Gayle Subscription for the Public Library at this time. We will explore what the State Library is going to offer and see what the cost would be to add Transparent Language to the Public Website.
- IV. Major Business
  - a. **Hoopla Update:** Hoopla use is increasing. The Library cost for Hoopla was \$25 in October and \$75 in November.
  - b. **Budget Workshop** – We reviewed the proposed changes to the new budget. The goal is to gradually increase the City Contribution to be in line with a Class D Library. The average City contribution for a Class D Library is \$160K. Cathy will turn the budget into the City next week.
  - c. **5-Year Plan:** We reviewed the draft 5-year plan Cathy and Chris put together. One addition was to expand the duties of the Assistant Librarian to include a Public Outreach component. By increasing Grace's hours to 40 hours, it would allow her to work more with the community and schools.

The Meeting adjourned at 10:23 a.m. The next meeting will be Tuesday, January 18, 2022.