

**Minutes**  
**Langlois Public Library Board of Directors Meeting Nov 10, 2021**

Meeting called to order at 6:30 pm

Present: C. Waxham (Chair), D. McDermott (Vice Chair), S. Orbom (Treasurer), J. Rieber, A. House, C. Hovind (Director) and S. House (LPL employee). Visitors: None

Nov 10, 2021 agenda was approved unanimously as amended.

D. McDermott moved to approve the Oct 13, 2021 minutes; J. Rieber seconded; approved unanimously.

J. Rieber moved to approve the Oct 27, 2021 minutes; A. House seconded; approved unanimously.

**Financial Report:** Electric and water bills have been higher than what was budgeted. The change in auto bill pay for the water bill resulted in a \$25 late fee. The treasurer's duty list was deferred.

**Director's Report:** Tile floor damage and repair status, E-rate update, new employee status, meetings/training sessions, policies status, upcoming priorities, holiday schedule, PO Box paid for 6 mos and discussion will be put on the December 2021 agenda to discuss future mail delivery options.

**Discussions:**

SDAO board training: C. Waxham reports training may be scheduled for Dec 13, 2021

Google docs training: not rescheduled

Board meeting time change: A. House made a motion to change the meeting time and set a two hour limit on the meeting length. There was a brief discussion. C. Waxham stated she was not available at the proposed time. There was no second, a vote was not taken.

IT issues: J. Rieber discussed her research regarding Cybrarian software install for new computers

Policy status: S. Orbom presented the **Information Security Policy**; S.Orbom motioned to assign the policy **Resolution # 2021-22.2**; D.McDermott seconded. Approved unanimously. (See act'd policy/resolution in its entirety)

SDAO training about the homeless' use of public property: J. Rieber attended the training and reported.

Ethics rules: C. Waxham reported.

Pollinator garden spring plans: C. Waxham reported.

Library leadership options discussed.

Adjourned 8:44 pm.

Next regular board meeting, Wednesday, December 8, 2021, 6:30 p.m. at the library.

**Actions:**

**C. Waxham** contact SDAO regarding possible board training date (Dec 13 2021).

**S. House** review the Cybrarian research provided by J. Rieber to see if it is something the library wants to subscribe to