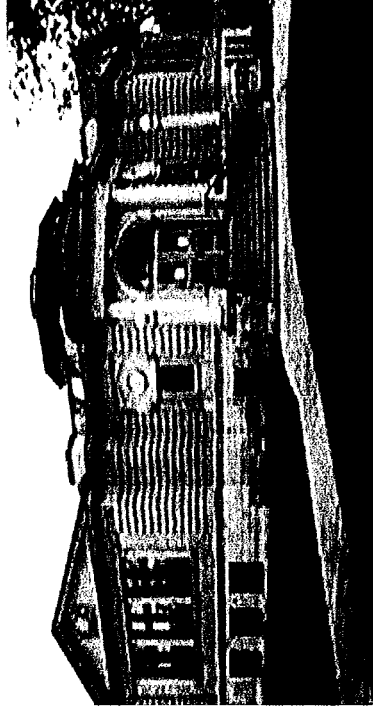


# Coleraine Library Monthly Report



**March 2021**

## **Mission Statement**

*The Coleraine Carnegie Library is a community gathering place where children develop a love of reading, youth and adults expand their knowledge and enjoyment, and the public stays connected to our world-past, present and future.*

Prepared for Board Meeting on March 11, 2021

# February 2021 - Circulation & Attendance\*

| Circulation             | Feb-20 | Feb-21 | % Chg  |
|-------------------------|--------|--------|--------|
| Adult                   | 1,050  | 1,011  | -3.7%  |
| Adult (Year-to-Date)    | 2,053  | 1,925  | -6.2%  |
| Juvenile                | 2,204  | 729    | -66.9% |
| Juvenile (Year-to-Date) | 5,061  | 1,503  | -70.3% |
| Media                   | 227    | 50     | -78.0% |
| Media (Year-to-Date)    | 644    | 195    | -69.7% |
| Total circulation       | 3,481  | 1,820  | -47.7% |
| Total Circulation YTD   | 7,758  | 3,623  | -53.3% |

|                 | Feb-20 | Feb-21 | % Chg  |
|-----------------|--------|--------|--------|
| Attendance      | 1,383  | 346    | -75.0% |
| New Borrowers   | 2      | 1      | -50.0% |
| New Books/Items | 30     | 16     | -46.7% |
| Computer Usage  | 132    | 4      | -97.0% |
| Club Room Usage | 85     | 15     | -82.4% |
| Reference       | 194    | 183    | -5.7%  |

**Programming:** NOTE The library was closed to the public throughout February due to the COVID-19 library pandemic, though we begin to allowed browsing and computer use by appointment. We also begin to allow a few middle school classes to visit the library. The basement was used by Children's Mental Health.

| Month | eBook | Audio | Magazines | Total |
|-------|-------|-------|-----------|-------|
| Jan   | 38    | 68    | 0         | 106   |
| Feb   | 57    | 50    | 25        | 132   |
| Mar   |       |       |           |       |
| Apr   |       |       |           |       |
| May   |       |       |           |       |
| June  |       |       |           |       |
| July  |       |       |           |       |
| Aug   |       |       |           |       |
| Sept  |       |       |           |       |
| Oct   |       |       |           |       |
| Nov   |       |       |           |       |
| Dec   |       |       |           |       |
| Total | 95    | 118   | 25        | 238   |

**E-materials** – 132 were checked out in February 2021 vs 111 in February 2020.

# Library Account

February 2021

| First National Bank of Coleraine | <u>Amount</u> |
|----------------------------------|---------------|
| Balance on 1/31/2021             | \$6,525.13    |
| Deposits                         |               |
| Donation 2/3/2021                | \$200.00      |
| Total Deposits                   | \$200.00      |
| Withdrawals                      |               |
| Total Withdrawals                | \$0.00        |
| Balance on 2/28/2021             | \$6,725.13    |

|     |          |
|-----|----------|
| MPL | \$162.02 |
|-----|----------|

# Library Expenses

| Petty Cash Account     |         |
|------------------------|---------|
| Cash On-Hand 1/31/2021 | \$76.26 |
| Disbursements          |         |
| Total Disbursements    | \$0.00  |
| Total from below       | \$4.00  |
| Balance on 2/28/2021   | \$80.26 |

| Petty Cash Deposits |        |
|---------------------|--------|
| Copies/printing     | \$4.00 |
| Total               | \$4.00 |

## March 2021      Library Board Meeting

The regular meeting of the Coleraine Library Board was called to order by Lila Dezelske at 4:00pm on March 11, 2021.

Present: Mostad-Jensen, LaFond, Savich, Kansas-Olson, Dezelske

Absent: Patnaude

Motion made by Dezelske and seconded by Savich to approve February minutes.

Motion made by Savich and seconded by Dezelske to approve February library report and bills.

A motion was made by Dezelske and seconded by Savich to approve a monetary donation of \$200. Roll call vote taken and motion approved.

### OLD BUSINESS

Still no correspondence from Natures Edge concerning front doors restoration. Teresa will contact them and see if they are still interested in the job. If not, then the library board will look for another company to complete the project.

The library has opened its doors for limited use. Consideration is being given to possibly having more patrons using the library at the end of April. Fifth and sixth grade students have been to the library to check out books and it went well with students following rules and being aware of proper usage using their masks.

Liv has visited with Pete Hussman on security cameras for the library. There's still discussion on what type would be best for the building. There is a bank account for the library at the bank for this project.

Discussion was held about monies designated for construction of Minnesota libraries through the state of Minnesota. Coleraine has one of the few operating Carnegie libraries in the state. The grant is a 50-50 match. Discussion on where to get some fundraising monies took place. Liv will be approaching Blandin and Greenway Community Fund to help with our fundraising. The question of choosing accessibility or infrastructure for our grant monies came up. At this time the library board feels infrastructure is a greater need. The roof structure on the building is in dire need of repair. Before any process can begin an assessment needs to be done by a company that specializes in historical restoration. After looking at three companies the library board chose Collaborative Design Group. A zoom meeting will be held with CDG once we get started to go over proposal details.

Motion made to approve library construction grant, amount to be determined, by Kangas-Olson, seconded by Dezelske. Roll call taken and motion passed.

Motion made by Kansas-Olson, seconded by Dezelske to apply for \$2000 for roof fundraising from Greenway Area Community Fund. Roll call taken and motion passed.

### NEW BUSINESS

Teresa Savich brought up the idea of putting some articles in the local newspapers about the history of the library and to make people aware of our facility and how we continue to work to preserve this piece of history. She will follow thru with locating some ideas and places to find information.

Members of the board reviewed the Minnesota Department of Education Annual Library Report. After reading through it, motion made by Savich, seconded by Dezelske to approve the report. Roll call taken, motion passed.

The library will be getting a new iPad and web-cam thru Arrowhead Library System.

Library board reviewed Application of Appointment from Katie Sertich to be approved for board membership. Katie is a teacher at Vandyke Elementary and would be school district connection for the board. Motion was made by Savich to accept new library board member, Katie Sertich, seconded by Dezelske. Motion carried.

Discussion was held how Brianna handles payments that are library driven such as books that are ordered through Baker\Taylor, Herald Review and Scenic newspapers, magazine subscriptions and library supplies.

Motion to adjourn by Savich, seconded by LaFond at 5:15pm

Respectfully submitted by Kathy LaFond