

Notice of this meeting was given in advance with a legal notice posted in the Bridgeport News-Blade. An agenda was delivered to each board member and to the city office.

Meeting was called to order on November 2, 2021 5:30 pm. Roll call was taken. Members present: Amanda Reilly, Thomas Millette, Chuck Murrell, Rhea Basa, Katie Bates. Absent: None

Also present: Interim Director Kathy Terrell, Library Director Melissa Butler.

Chairperson Bates announced: "In accordance with Section 84-1412 of the Nebraska Revised Statutes, a copy of the Open Meeting Act is available for review and is posted in the meeting room."

Minutes of the October 2021 meeting were presented. Motion by Millette, second by Murrell to approve the minutes. Ayes: Millette, Reilly, Murrell, Bates, Basa. Nays: None. Absent: None. Motion carried.

Bills were presented. Motion by Millette, second by Reilly to approve the bills. Ayes: Murrell, Millette, Reilly, Basa, Bates. Nays: None. Absent: None. Motion carried.

#### OLD BUSINESS

Butler discussed choosing not to purchase a new laptop for the director at this time, as she does not know if it can be supported by the budget. She will continue to use one of the newly purchased library computers for the Director's office, at this time.

Butler presented the employee conduct and discipline portion of the handbook from the city. The board discussed the steps the Director will be required to follow in the event of employee misconduct, and Melissa ensured them she will be comfortable following this guideline.

The board asked how long the probationary period is for new hires, and Butler said she would check again, as there was question as to the correct number of days.

#### NEW BUSINESS

Terrell informed the board the fire extinguishers have been checked and are good for another year.

The copier/printer the library has under contract has become obsolete and the parts are no longer being made. The contract is up in February of 2022 and cannot be renewed. The board discussed the price of a new copier, \$3000. To lease the same copier would be \$70/month total and would include the monthly contract of \$18. Butler will find more info on the length of lease.

Motion was made by Murrell, second by Millette to go into executive session to discuss personnel and library keys. Ayes: Reilly, Millette, Murrell, Basa Bates. Nays: None. Absent: None. Motion carried. Bridgeport Library Board of Director went into executive session at 5:54 pm.

Motion by Reilly, second by Murrell to return to regular session at 6:13 pm. Ayes: Reilly, Millette, Murrell, Basa, Bates. Nays: None. Absent: None. Motion carried.

Motion by Basa, second by Murrell to adjourn the regular meeting at 6:14 pm. Ayes: Reilly, Murrell, Millette, Basa, Bates. Nays: None. Absent: None. Motion passed.