

Lied Public Library
Clarinda, Iowa
Public Library Board of Trustees
Minutes for Thursday, November 16th, 2023
5:30 pm

Lied Public Library's Mission:

To enrich the community through access to library services and cultural opportunities.

A. Meeting started at 5:30 PM at the Lied Public Library

- a. Called to order by President, **Beth Rarick**
- b. Welcome **Bobbie Whitehill**, Youth Services Librarian
- c. Attendance
 - i. Present:
 - 1. Board Trustee Members:
 - a. **Paul Jones**
 - b. **Bill Richardson**
 - c. **Beth Rarick**
 - d. **Jim Varley**
 - e. **Marcy Crain**
 - f. **Alan Ascherl**
 - g. **Joy Nordyke**
 - h. **Tara Keller**
 - i. **Allie Wellhausen**
 - j. **Andrew Hoppmann (Library Director)**
 - ii. Others/Public:
 - 2. **Bobbie Whitehill**, Youth Services Librarian

B. Agenda Approval

- a. *Approval of the November 16th agenda*
 - i. **Joy Nordyke** moved to approve the agenda, and **Tara Keller** seconded; Motion passed unanimously.

C. Library Board Minutes Approval

- a. *Approval of Minutes from October 19th meeting*
 - i. **Paul Jones** moved to approve the minutes; **Jim Varley** seconded; Motion passed unanimously.

D. Budget Review

- a. The end of October marked 34% into the fiscal year (FY24). The library had an income of 68.96% and expenditures at 32.47% making its combined revenue less expenditures 23.89%
 - i. **Library Foundation Statements:** included is a copy of the band statements.

E. Bill Approval

- a. *Approval of Monthly Bills*
 - i. Andrew Hoppmann explained and the Trustees discussed the monthly bills. Andrew Hoppmann made the bills/invoices available for the Trustees to review.
 - 1. **Jim Varley** moved to approve the monthly bills, **Bill Richardson** seconded. Motion passed unanimously.

F. Public Communications/Correspondence

- a. All meetings of the Library Board are open to anyone who may wish to observe the proceedings. Non-board members who wish to address the Board will be given the opportunity at this time.
 - i. Suggestion Box Comments: none

1. Joy Nordyke asked if the teen gaming club will be coming back anytime soon. Andrew said that he will be working to get it started soon. Staffing was one reason for it to subside for a while. He encouraged teens to take the survey that will help guide them to future programs and scheduling.

G. Board Education

- a. YouTube Video Series Part 6 "Evaluating Service & Advocating for Advancements"

H. Statistical Reports

- a. There is a slight dip in visits and circulation (-2%, -7%). What is interesting is a 43% increase in new patrons added - we just hope to increase these new patrons into stronger library users.

I. Librarian's Report

- a. **Page County Librarians Meeting:** Meeting held in Essex, Iowa on the 9th –talked about trustee training, upcoming programs, and annual report to Page County Supervisors.
- b. **Red Oak Trustee Training:** The Red Oak Public Library will be hosting a SW Iowa Trustee training workshop sometime in January, date/time TBD.
- c. **FY25 Budget Work Started:** Andrew started to put together budget numbers and goals for the next year's budget FY25. Andrew will visit with Gary McClarnon and the budget committee soon.
- d. **Giving Tuesday:** The Clarinda Foundation is again hosting the Giving Tuesday event on November 28th and they'll give up to \$3000 match for funds that raise \$10,000 or more. The Library Foundation is participating again this year.
- e. **Library Legislative Visit:** The Page County libraries are hosting our state legislators on Monday, December 11th at 6pm at the Shenandoah Public Library. All are encouraged to attend.
- f. **Other:** Ghost Walk had over 600 kids. Bobbi attended the Family Literacy Nights in both South Page and Clarinda.

J. Committee Reports

- a. none

K. Unfinished Business

- a. none

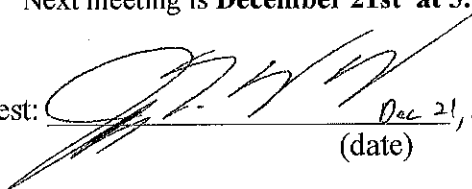
L. New Business

- a. **Policy Board By-Laws**
 - i. Joy Nordyke made a motion to approve the policy as changed, and Jim Varley seconded. Motion passed unanimously.
- b. **Close Library Early @ 5pm for Staff Holiday Event on Monday, December 18th**
 - i. Library staff and the employee appreciation committee would like to close the library early for a holiday event for staff, trustees. The library would close at 5pm on this Monday instead of the normal 8pm. A food/drink signup was also passed around.
 1. Allie Wellhausen made a motion to close the library on December 18th at 5pm, and Marcy Crain seconded. Motion passed unanimously.

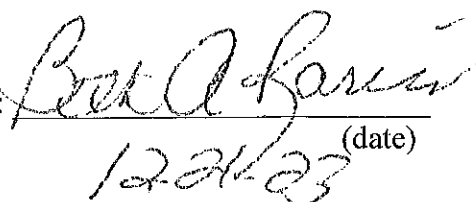
M. Adjourn

- a. Jim Varley requested to end the meeting with no further business.
- b. Beth Rarick declared the meeting adjourned with no further business.
- c. Meeting adjourned at 6:07 p.m.
- d. Next meeting is December 21st at 5:30 p.m.

Attest:


Dec 21, 2023
(date)

President:


12-21-23
(date)