

Lied Public Library
Clarinda, Iowa
Public Library Board of Trustees
Minutes for Thursday, January 16, 2020
5:30 pm

Lied Public Library's Mission:

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

1. Meeting started at 5:30 PM at the Lied Public Library.
 - A. Called to order by President Ruth Falk.
 - B. Attendance
 - i. Present:
 1. Board Trustee Members:
 - a. Ruth Falk (President)
 - b. Beth Rarick
 - c. Evelyn Rank
 - d. Alan Ascherl
 - e. Robert Briggs
 - f. Joy Nordyke
 - g. Allison Wellhausen
 - h. Andrew Hoppmann (Library Director)
 2. Public
 - a. *Ed Geeding*
 - ii. Absent
 1. Board Trustee Members
 - a. Phil Tornholm
 - b. Paul Jones
2. **Agenda Approval**
 - A. *Approval of January 16, 2020 agenda*
 - i. Beth Rarick moved to approve the agenda, and Evelyn Rank seconded; Motion passed unanimously.
3. **Minutes Approval**
 - A. *Approval of Minutes from December 19th, 2019 meeting*
 - i. Minutes were presented for approval.
 1. Robert Briggs moved to approve the minutes; Alan Ascherl seconded; Motion passed unanimously.
4. **Budget Review**
 - A. At the end of December we are at 50% into the fiscal year (FY) 20. Revenue is at 75.52%, expenditures is at 49.83% which places our revenue less expenditures at 44.20%.

- B. Library Foundation Statements were emailed to Board members prior to the meeting.

5. Bill Approval

A. *Approval of Monthly Bills*

- a. Andrew Hoppmann explained and the Trustees discussed the monthly bills. Andrew Hoppmann made the bills/invoices available for the Trustees to review.
- b. Beth Rarick moved to approve the bills, and Allie Wellhausen seconded to approve Monthly Bills; Motion passed unanimously.

5. 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. Andrew Hoppmann was on KXCV and article in paper on author visit.
 - 1. Suggestion Box Comments: none

6. Board Education

- A. Chapter 20: Iowa Library Services

7. Statistical Reports

- A. Andrew Hoppmann provided the Trustees with a statistical spreadsheet.
 - i. Generally, a decrease is seen from November to December in terms of circulation and visits, but compared to this time last year we are up.

8. Librarian's Report

- A. ***Page County Librarians Meeting/Supervisors' Meeting:*** The Libraries met with the Supervisors on Tuesday, January 7th to present the annual report(s) and request funds for next year. A copy of the funding request and supporting documentation was included in the Board members' packets.
- B. ***2019 Annual Report:*** Attached, this was also shared with the Supervisors and will be presented to the City Council at an upcoming meeting,
- C. ***FY2021 Budget:*** The City continues to work on the budget, and held their first workshop on January 8th at the library.
- D. ***Accreditation Report Submitted:*** Andrew has submitted all of the paperwork for the library's accreditation process. He also emailed a copy of the report.
- E. ***Other:*** Interviews have been conducted for the library's Part-Time Library Assistant and Andrew has offered the position to a female individual--State Library Courier Service (sending books) has had some hiccups and delayed our delivery of materials--23 attended Desperate Farmwives Author Visit--Marissa visited with the ISU Extension office, some exciting possibilities there---the 360' Camera was used to create a video for the new home built by economic development--Next Bite-Sized Book Club will be 13 Ways to Kill Your Community by Doug Griffiths--Library was closed Jan. 16th for staff training-- and open for board meeting only--Button Making 101 1/23 at 1pm---Partnering with Lutheran School for STEM Festival on 2/7/20.

9. Committee Reports

10. Unfinished Business

11. New Business

A. Request Permission to Place Trees at Library-Ed Geeding, Clarinda Trees Forever:

We've had 6 Ash trees removed from the library grounds, Ed Geeding from Clarinda Trees Forever would like to donate and replace those trees. He'd also like to honor Jean Negley at a special Arbor Day event.

- a. Robert Briggs moved to table movement on this project until Andrew and Ed can fine-tune some details and Joy Nordyke seconded. Motion passed unanimously.

B. Policy Review: Hours, Closings and Inclement Weather

- a. Robert Briggs made a motion to accept the policy as written and Evelyn Rank seconded. Motion passed unanimously.

C. Painting of Library Bids

- a. Beth Rarick made a motion to award the painting project to Gary Moses and CJ Weinreich under the assumption they will meet the city's requirements of insurance and Alan Ascherl seconded. Motion passed unanimously.

D. Elect Board Officers

- a. Beth Rarick made a motion to keep officers the same (Ruth Falk- President, Phil Tornholm-Vice President, Allie Wellhausen-Secretary)

12. Adjourn

A. Next meeting is February 20th at 5:30 p.m.

B. Ruth Falk called the meeting to adjourn.

- a. Meeting adjourned at 6:20 p.m.

Attest: _____
(date)

President: _____
(date)