

**Lied Public Library**  
Clarinda, Iowa  
Public Library Board of Trustees  
Minutes for Thursday, January 19th, 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 5:30PM at the Lied Public Library**

- a. Called to order by Vice-President **Beth Rarick**
- b. Attendance
  - i. Present:
    - 1. Board Trustee Members:
      - a. **Paul Jones**
      - b. **Marcy Crain**
      - c. **Alan Ascherl**
      - d. **Jim Varley**
      - e. **Tara Keller**
      - f. **Beth Rarick**
      - g. **Allie Wellhausen**
      - h. **Joy Nordyke (via Zoom)**
      - i. **Andrew Hoppmann** (Library Director)
  - ii. Absent:
    - 2. Board Trustee Members
      - a. **Phil Tornholm**
  - iii. Others/Public:
    - 3. **Marci Fulk**
    - 4. **Liz Stimson**
    - 5. **Heather Stimson (via Zoom)**

**B. Agenda Approval**

- a. *Approval of the January 19th meeting agenda*
  - i. **Alan Ascherl** moved to approve the agenda, and **Tara Keller** seconded; Motion passed unanimously.

**C. Minutes Approval**

- a. *Approval of Minutes from December 15th meeting*
  - i. **Paul Jones** moved to approve the minutes; **Marcy Crain** seconded; Motion passed unanimously.

**D. Budget Review**

- a. The end of December marked 50% into the fiscal year (FY23). The library had an income of 89.01% and expenditures were at 49.61% making its combined revenue less expenditures 40.87%.
  - i. **Library Foundation Statements:** attached and sent to trustees via email.
  - ii. **Library Foundation Annual Report:** attached, total hold on 12/31/2022 was **\$307,206.83** which is an increase of **480% from the balance of \$53,031.44 when Andrew started in 2008**. Also, since 2010 the Foundation has provided **\$294,327.91 in support to the library!**

**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. **Marcy Crain** moved to approve the monthly bills, **Jim Varley** 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. no comments

#### **G. Board Education**

- a. The Valley News: Fremont County Libraries ask for increase in county funding 12-28-22.

#### **H. Statistical Reports**

- a. A new report was included, and will continue to be included, in board packets. It is the monthly traffic by hour, which shows the day of the week and time of day in which people are entering the library. Note that there is no data for days 1-5 as the device was not yet in operation. We continue to see increases year over year, with visits up 19% and overall circulation up 3%. We have seen a dip in our library Wi-Fi use, but that may be attributed to people using the Wi-Fi hotspots and not the Wi-Fi at the library.

#### **I. Librarian's Report**

- a. **Page County Librarians Meeting:** Met with the Board of Supervisors on Tuesday Dec 13th and presented the Page County Libraries Annual report. We also hosted our local state elected leaders to a reception on Monday, December 12th. Librarians met in Clarinda on January 12th.
- b. **Trustee Training Workshop:** Red Oak Library will be hosting an area Trustee training workshop on Monday, January 23rd at 6pm in Red Oak. Andrew may try to attend and is willing to carpool with any trustees. Topic: Building Relationships with Your City.
- c. **Annual Report to City of Clarinda:** Andrew presented the annual report, which was in last month's packet to the City Council at their meeting on January 11th, which was also held at the library.

#### **J. Committee Reports**

#### **K. Unfinished Business**

- a. **Approve FY24 Budget Request:** budget sheet was attached in Board packet; it is unchanged from last month, although commercial and industrial valuations have gone down but Clarinda residential has gone up. Gary has included our capital projects as well (server and concrete repair in the budget as well). He is also budgeting the higher amount for employee benefits, although we will approve those in June after employee evaluations.
  - i. **Marcy Crain** made a motion to approve the FY24 Budget Request, and **Jim Varley** seconded. Motion passed unanimously.

#### **L. New Business**

- a. **Library Policy Review Smoking: no changes suggested**
  - i. **Alan Ascherl** made a motion to approve the policy as currently written, and **Allie Wellhausen** seconded. Motion passed unanimously.
- b. **Library Policy Review Sex Offender: no changes suggested**

- i. **Marcy Crain** made a motion to approve the policy as currently written, and **Allie Wellhausen** seconded. Motion passed unanimously.
- c. **Library Accreditation Report: Andrew included a summary in Trustee's packets. He emailed the complete reports.**
  - i. **Alan Ashcerl** made a motion of approval, and **Tara Keller** seconded. Motion passed unanimously.
- d. **Elect Library Officers: Current officers are Phil Tornholm, President, Beth Rarick, Vice-President, and Allie Wellhause as secretary. Please note that Phil's term expires June 2023, and he cannot be reappointed. Beth's term also expires, but she is eligible for reappointment.**
  - i. **Paul Jones** made a motion to appoint **Beth Rarick**, President, **Alan Ascherl**, Vice-President, and **Allie Wellhausen** as secretary, and **Marcy Crain** seconded. Motion passed unanimously.

**M. Adjourn**

- a. **Beth Rarick** requested to adjourn the meeting with there being no further business.
  - i. **Jim Varley** made a motion to adjourn the meeting, and **Alan Ascherl** seconded. Motion passed unanimously.
- b. Meeting adjourned at **6:01PM**
- c. Next meeting is **February 16th at 5:30 p.m.**

Attest: Alan Ascherl 2-16-2023  
(date)

President: Beth Rarick 2-16-23  
(date)