

**Lied Public Library**  
Clarinda, Iowa  
Public Library Board of Trustees  
**Minutes for Thursday, February 17, 2022**  
**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. Beth Rarick
      - b. Marcy Crain
      - c. Jim Varley
      - d. Alan Ascherl
      - e. Allie Wellhausen
      - f. Joy Nordyke
      - g. Andrew Hoppmann (Library Director)
    - ii. Absent:
      - 2. Board Trustee Members
        - a. Paul Jones
        - b. Tara Keller
        - c. Phil Tornholm
    - iii. Others/Public:
      - 3. None

**B. Agenda Approval**

- a. *Approval of February 17th agenda*
  - i. **Jim Varley** moved to approve the agenda, and **Alan Ascherl** seconded; Motion passed unanimously.

**C. Minutes Approval**

- a. *Approval of Minutes from January 20th meeting*
  - i. **Marcy Crain** moved to approve the minutes; **Joy Nordyke** seconded; Motion passed unanimously.

**D. Budget Review**

- a. January 31st marked 58.33% into the fiscal year (FY22). We are at an income of 86.76% and expenditures are at 63.24%, making our combined revenue less expenditures 58.41%. There were 3 pay periods in January which is why Regular Salaries are high. We are trending higher in books and materials, which is often the case. We will have some savings in other line items that we'll be able to shift funds later in the year.
- b. **Library Foundation 2021 Funds Report:** The Library Foundation saw an increase of 72.36% in their holdings due largely to the Donald & Vera Steeve \$30,871 estate. The Foundation also moved

from CDs to invested funds. They moved \$84,000 to a managed Farm Bureau Financial Services account (mostly Vanguard Funds) and invested \$10,000 into the Clarinda Foundation's invested funds—which grew by \$8,500 + due to the Giving Tuesday program held in November.

- c. **Library Foundation Statements:** Attached, unless not yet received in the mail.

## **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. **Allie Wellhausen** 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. Suggestion Box Comments: none

## **G. Board Education**

- a. Trustee Training Program Video Link & Recap: Andrew shared the link again to the trustee training workshop, “5 Roles of Trustees.” He and Jim Varley attended

## **H. Statistical Reports**

- a. Nothing of note to report.

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

- a. Page County Librarians Meeting: Met in Essex. Andrew wasn't able to attend. The BOS did approve the request to increase funds for next year. An increase of \$2,200 or 16% - to \$16,140 for Clarinda. These funds will be used to cover the cost of additional hotspots.
- b. Page County Community Foundation Grant Request: Andrew submitted a grant for A Glowforge Laser Cutter and Engraver – this would add to the Makerspace area at the library that includes the 3D printer. The request was for half of the \$9,900 project with the other half requested from the Clarinda Library Foundation.
- c. Annual Report Given to City on 1-26-22: Andrew presented the report and it was positively received from the Council and they had very positive comments about the library. There was also an article in the paper on 2-10-22 about the report.
- d. Budget FY23: Moving forward as planned
- e. Library Foundation to Meet Soon: The Library Foundation will hold their meeting soon. They've been posting library benefactor profiles on their Facebook Page to help communicate their organization.
- f. Other: Friends of the Library Book Sale, Cookbooks Against War program 2-21-22 6:30pm, Blood Drives at Library, Free Little Library at CHRC. Iowans You Should Know: Stories from the Iowa Almanac with Jeff Stein - Humanities Iowa on March 7th - Craft Exchange

## **J. Committee Reports**

- a. Nothing to report at this time.

## **K. Unfinished Business**

- a. No unfinished business at this time.

**L. New Business**

- a. Library Service Regarding COVID: This item will appear back on the agenda as there has been an increase in cases locally as well as with the Delta variant. At this time, City Hall and the Lied Center have not reinstated limited access or required masking. (No suggestions/changes are made this time)
  - i. No action was taken.
- b. Review Controversial Materials Policy
  - i. Director Hoppmann suggested the trustees consider the revisions in red – expanded the policy to include programs and activities and not just materials.
    - 1. **Joy Nordyke** moved to approve the policy with the suggested revisions and **Jim Varley** seconded. Motion passed unanimously.
- c. Appoint Library Board Committees:  
 (\*) **Notes Committee Chairperson**

Staff Appreciation	Policy	Budget & Personnel	Technology	Building/Grounds
Joy*	Beth*	Alan*	Phil*	Jim*
Paul	Paul	Beth	Allie	Marcy
Marcy	Tara	Jim	Tara	Joy

**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 **Joy Nordyke** seconded. Motion passed unanimously.
- b. Meeting adjourned at **6:31 PM**
- c. Next meeting is **March 17th at 5:30 p.m.**

Attest: \_\_\_\_\_  
 (date)

President: \_\_\_\_\_  
 (date)