

Lied Public Library  
Clarinda, Iowa  
Public Library Board of Trustees  
Minutes for Thursday, May 18th 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 **Alan Ascherl**
- b. Attendance
  - i. Present:
    1. Board Trustee Members:
      - a. **Paul Jones**
      - b. **Phil Tornholm**
      - c. **Alan Ascherl**
      - d. **Jim Varley**
      - e. **Tara Keller**
      - f. **Allie Wellhausen**
      - g. **Andrew Hoppmann** (Library Director)
    - ii. Absent:
      2. Board Trustee Members
        - a. **Joy Nordyke**
        - b. **Marcy Crain**
        - c. **Beth Rarick**
      - iii. Others/Public:
        3. **None**

**B. Agenda Approval**

- a. *Approval of the May 18th agenda*
  - i. **Tara Keller** moved to approve the agenda, and **Phil Tornholm** seconded; Motion passed unanimously.

**C. Minutes Approval**

- a. *Approval of Minutes from April 20th meeting*
  - i. **Paul Jones** moved to approve the minutes; **Tara Keller** seconded; Motion passed unanimously.

**D. Budget Review**

- a. The end of April marked 83.33% into the fiscal year (FY23). The library had an income of 120.53% and expenditures at 82.37% making its combined revenue less expenditures 73.93%.
  - i. **Library Foundation Statements:** included in board packet and sent out via email.

**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, **Phil Tornholm** 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. Foundation: Wanda Garcia PR
  - ii. Suggestion Box Comments: None

## G. Board Education

- a. Viewed the State Library of Iowa : Part 1 Training video

## H. Statistical Reports

- a. Report included, nothing of note

## I. Librarian's Report

- a. **Page County Librarians Meeting:** Shenandoah, Stanton and Clarinda were able to get together this month
- b. **Accreditation and Tier Status:** The Library has been reaccredited at Tier 3 - the highest level until June 2026!
- c. **Library Landscaping Project:** Is 95% complete, Public Works will be expanding handicapped parking within the next few weeks.
- d. **Library Trustee:** Phil's term will be ending at the end of June, and he has served his FULL 12 years and is not able to be reappointed. If you know of a City Resident (male -for gender balance). Let Andrew or Mayor Hill know.
- e. **Park Wi-Fi:** Pocket Park is turned on!
- f. **State Library Survey Data:** If you'd like to look at Statewide Library Data from FY22 you can do so here: [https://www.statelibraryofiaowa.gov/index.php/download\\_file/827/446](https://www.statelibraryofiaowa.gov/index.php/download_file/827/446) - Andrew has a printed copy in his office.

## J. Committee Reports

- a. Technology Committee: Met on 5-2-23, to see new business
- b. Budget and Personnel: Director's evaluation included should be completed by June 8th for discussion at the June 15th board meeting.

## K. Unfinished Business

- a. No unfinished business at this time.


## L. New Business


- a. **Policy Review Collection Development:** Changes were noted in RED
  - i. **Allie Wellhausen** made a motion to approve the policy review with changes, and **Phil Tornholm** seconded. Motion passed unanimously.
- b. **Policy Review for Registration and Fines & Fees - Database Access:** You can see the included notes for these changes are a result of the increasing use of Hoopla.
  - i. **Paul Jones** made a motion to approve the changes for Hoopla; **Phil Tornholm** seconded. Motion passed unanimously
- c. **Request to close the library at 5PM on Monday, July 3rd.**
  - i. **Allie Wellhausen** made a motion to approve the request; **Tara Keller** seconded. Motion passed unanimously.
- d. **Request to Support Economic Engineering Phase One \$1500 from Projects Fund**
  - i. **Paul Jones** made a motion to approve the request; **Tara Keller** seconded. Motion passed unanimously.
- e. **Approve Clarinda Foundation Grant Request**
  - i. **Tara Keller** made a motion to approve the request; **Allie Wellhausen** seconded. Motion passes unanimously with **Paul Jones** abstaining his vote.

## M. Adjourn

- a. **Alan Ascherl** requested to adjourn the meeting with there being no further business.

- i. **Jim Varley** made a motion to adjourn the meeting, and **Phil Tornholm** seconded. Motion passed unanimously.
- b. Meeting adjourned at **6:44PM**
- c. Next meeting is **June 15th at 5:30 p.m.**

Attest:   
(date)

President:   
6-14-23 (date)