



MINUTES

Library Board

5:00 PM - Monday, January 10, 2022

Meeting to be held via Zoom

The Library Board of the City of Marion, Linn County, Iowa met on Monday, January 10, 2022, at 5:00 PM, with the following members present:

PRESENT: Sally Reck, Susan Kling, Jack Zumwalt, Sandy Rosenberger, Okpara Rice, Kim Rose, Eileen Robinson, Seth Moomey, Cara Briggs Farmer, Nancy Miller, Chelsea Nunn

ABSENT: Ross McIntyre

STAFF PRESENT: Bill Carroll, James Teahen, Amy Geiger, Dawn Cline, Sue Gerth

FRIENDS REP: Sue Hershner

GUESTS PRESENT: City Manager, Ryan Waller

CALL TO ORDER

The meeting was called to order at 5:00pm by Board President, Sally Reck.

AGENDA APPROVAL

Moved by Briggs Farmer, seconded by Rosenberger, Motion to approve agenda as presented.

Approved unanimously

PUBLIC FORUM

No comments

MINUTES

Motion to approve the December Meeting minutes.

Moved by Rice, seconded by Rose, Motion to approve the December Meeting minutes.

Approved unanimously

REPORTS

Friends of the Marion Public Library Report

The Friends name has legally been changed with the IRS from Friends of the Marion Carnegie Library to Friends of the Marion Public Library. A mail fundraiser for the Dolly Parton Imagination Library and the Friends Homebook Program was more successful than an email campaign. The Bookstore Manager position is currently vacant since Lindsey Weber join the Library staff.

Marion Public Library Foundation Report

About \$200,000 is left to be raised for the \$3M Capital Campaign for the new Library building. \$86,000 balance out for the Mobile Library. Direct mail campaign has so far brought in \$14,350. The Marion Public Library Foundation 501c3 has officially been completed.

Art Advisory Committee Report

No update

Personnel Committee Report

No update

Policy Committee Report

Supplemental Personnel Policies

- Dress Code Policy was discussed and amended, action to be taken at February 2022 meeting.
- Eligibility of Part-Time Personnel for Annual Merit Increase
- Meal and Break Policy
- Professional Development
- Working from Home

Tabled Policies

- Meeting Room Policy
- Study Room Policy
- Supplemental Personnel Attendance Policy

Moved by Kling, seconded by Moomey, to approve the Eligibility of Part-Time Personnel Merit Wage Increase, Meal Breaks, Professional Development, and Working from Home Supplemental Personnel Policies as presented.

Approved unanimously

Director's Report

- Statistics Highlights--Circulation and door count in December were very similar to November. The Peppermint Walk program was very popular, bringing 800 people into the library that evening.
- Budget Update--Open positions continue to keep us underspent on the Budget this fiscal year.
- New Building Project Update--Turnkey date is still set for February 18, 2022.
- General Department Updates--Library staff have continued Equity, Diversity, and Inclusion training with Rod Dooley.

Friday, January 14th will be our last day to use the Columbus Club as a Technology Center. Computers will be available at our Uptown Branch, where we will no longer be closed over the lunch hour.

Our new Programming Manager, Kylee Pusteoska, started with us at the end of December.

New materials that will be available for patron check out include: cake pans, puzzles, and games.

- Library Art Holdings Update--*TumbleRead* is currently still hanging in the old library building.
- MLN Updates--No updates. Next meeting is scheduled for January 19th.
- COVID Update--Mask mandate continues inside City facilities for staff and public.

Board Continuing Education

Nothing to report

REGULAR AGENDA

- Annual Report--The Library Annual Report is available to view online and hard copies have been mailed to all Board Members.
- Bookmobile--A refund has been issued by the original vendor that broke our agreement. This leaves options to sign a contract with the other vendor, TechOps, that provided a bid; or to start the search over for a company to build a bookmobile. Bill recommends going with TechOps. Board members discussed options.
Okpara moved to empower Library Director, Bill Carroll and staff to move forward with signing the contract with TechOps, seconded by Susan. All in favor, motion carried.
- Board Continuing Education Update--Bill continues to work with our State Library representative for Board training on an upcoming Saturday.
Board members will receive more information on Sensory training that Library staff will be taking part in. Bill will pass on more information as it comes.

ADJOURN

Moved by Rosenberger, seconded by Briggs Farmer, to adjourn at 6:22pm

Approved unanimously

Respectfully submitted by:
Kimberly Cowger, Administrative Assistant