



MINUTES

Library Board

5:00 PM - Monday, August 14, 2023

Library, 1101 6th Avenue

Minutes are in draft format until approved at the next meeting

The Library Board of the City of Marion, Linn County, Iowa met on Monday, August 14, 2023, at 5:00 PM, with the following members present:

PRESENT: In Person: Sally Reck, Susan Kling, Sandy Rosenberger, Okpara Rice, Kim Rose, Eileen Robinson, Nancy Miller, Ross McIntyre, Chelsa Nunn
Via Zoom: Jack Zumwalt

ABSENT: Cara Briggs Farmer, Seth Moomey

STAFF PRESENT: Bill Carroll, James Teahen, Kimberly Cowger, Kylee Pusteoska, Sue Gerth, Ashley Osborn

FRIENDS REP: Jo Pearson

GUESTS PRESENT: Nick Tharalson

CALL TO ORDER

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

AGENDA APPROVAL

Motion to approve agenda as presented.

Moved by Rice, seconded by Rosenberger, to approve the agenda as presented.

Approved unanimously

LIBRARY SPOTLIGHT

July Staff Milestone Anniversaries--One Year of Service: Ani Stevens and Fayde Foens

INTRODUCTION OF GUESTS

PUBLIC FORUM

This time is set aside for comments from the public. Please understand that the Library Board of Trustees will not take any action on your comments at this meeting due to requirements of the Open Meetings Law but may do so at a future meeting.

You will have five minutes to address the Board.

MINUTES

Motion to approve the July Meeting minutes.

Moved by Kling, seconded by McIntyre, to approve the July Meeting minutes.
Approved unanimously

REPORTS

Friends of the Marion Public Library Report

Jo Pearson reported that DPIL registrations doubled in July.

Marion Public Library Foundation Report

We are hopeful that new donor signage will be installed the week before Grand Opening.

Art Advisory Committee Report

No update

Finance Committee

No update

Personnel Committee Report

Staff Skip Level Interviews are being scheduled with HR.

Policy Committee Report

- Financial Policy and Procedures--Not content changes, only formatting.
- Internet Policy--Mostly just formatting changes.
- Laptop Loan Policy--This policy will now also include tablets as well as laptops.

Moved by Rose, seconded by Nunn, to approve the August Policies as presented.

Approved unanimously

Director's Report

- Statistics Highlights--It has been a very busy summer.
- Budget Update--Expenses may look high on the Budget Report but this is due to contract renewals that happen at the beginning of the Fiscal Year.
- New Building Update--We are working with the City to close out contracts for subcontractors that have finished their work so their retainers can be paid. Sink shroud completion has been delayed due to payment delays on Bush's end.
- Bookmobile Project Update--The Bookmobile is now due to arrive late September/early October--more info to come due to a change order, we are working with City Legal.
- General Department Updates--We were awarded a Grant for \$990,000 for a whole building generator.

Board Continuing Education

None.

Nancy Miller requested information on guidelines for weeding a library collection.

REGULAR AGENDA

- Strategic Plan Discussion (direction requested)
Names are still needed for community members to suggest for strategic plan input. Bill Carroll presented a list of dates available. Eunice hasn't done community input sessions on a weekend before, an evening is suggested. The Board selected November 14th and 16th as possible dates.
- Grand Opening Update

A rundown of the day's events were presented. A request for set up help is needed from 5-7pm on Friday, August 25th.
Board member are to be ready for the Ribbon Cutting by 8:30am.

ADJOURN

Moved by Rice, seconded by Rose, to adjourn at 5:45pm.
Approved unanimously

Respectfully submitted by:
Kimberly Cowger, Administrative Assistant