



## MINUTES

### Library Board

5:00 PM - Monday, August 8, 2022

City Hall Council Chambers

---

The Library Board of the City of Marion, Linn County, Iowa met on Monday, August 8, 2022, at 5:00 PM, with the following members present:

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

ABSENT: Okpara Rice

STAFF PRESENT: Bill Carroll, Kimberly Cowger, Amy Geiger, Sue Gerth

FRIENDS REP: Joan Wiebke

GUESTS PRESENT: Nick Tharalson

#### **CALL TO ORDER**

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

#### **AGENDA APPROVAL**

Moved by Zumwalt, seconded by Robinson, to approve the agenda as presented.  
Approved unanimously

#### **PUBLIC FORUM**

No Comments

#### **MINUTES**

Moved by McIntyre, seconded by Rose, to approve the July meeting minutes as presented.  
Approved unanimously

#### **REPORTS**

Friends of the Marion Public Library Report

Joan Wiebke reported in place of Jo Pearson. The Friends book sales at the weekly Taube Park Farmer's Market have ended because they are out of books and out of volunteers. The sale of old furniture in the library has gone well, there are mostly only

chairs left.

#### Marion Public Library Foundation Report

There is a balance of \$87,346 left to be raised for the Capital Campaign.

The Adult Reference Desk will be named after Bert Katz.

The glass for the Donor Wall signage has been special ordered, but has not arrived yet.

Amy has applied for an ARPA Grant that, if received would finish funding the Mobile Library. We will find out by the end of August.

#### Art Advisory Committee Report

TumbleRead has been fully decommissioned. A few letters from the sculpture were saved for Board members that wanted a keepsake.

#### Personnel Committee Report

No updates

#### Policy Committee Report

- Interlibrary Loan (ILL) Policy
- Laptop Policy
- Study Room Policy
- Volunteer Policy

The Laptop Policy was tabled for future discussion.

Moved by Rosenberger, seconded by Nunn, to approve the Interlibrary Loan and Volunteer Policy as presented and the Study Room Policy as amended.

Approved unanimously

#### Director's Report

- Statistics Highlights--Circulation was down in July but this was due to the collection be unavailable for use during the move from the Annex to the new Library.
- Budget Update--FY22 ended with our budget at 86% spent. The biggest reason for this was our staff openings.  
For FY23, spending in July was at 7%, with 8% of the fiscal year past.  
FY24 Budget Planning has begun and includes CIP requests for a new library vehicle and \$180,000 for art in the new building. Discussion about the request for a Library vehicle brought up the question that perhaps a cost/benefit analysis should be done.
- New Building & Bookmobile Project Update--Construction slowly continues. The City Attorney has sent 9-10 subcontractors a letter that gives them 10 days from receipt to explain to the City what they'll be doing to finish their parts of the punch list.  
We may contact some local vendors to get bids on sink shrouds since there has been no progress on this. Bill does not have a date to recommend to the Board for Grand Opening yet due to the slow moving on the completion of the punch list.
- General Department Updates--Bill will meet with HR to discuss why the Patron Services Manager position is still vacant.  
The Marketing position will also take on special events and become a Manager position.

Progress is being made on the DVD cleaning project. The Collection is looking great thanks to Sue hard work on cataloging and now filling gaps where more materials need to be purchased.

- MLN Updates--No updates

Board Continuing Education

None to report

### **REGULAR AGENDA**

Friends of the Library bookstore signage request

Library Board of Trustees Statement of support/EDI statement--This is to be discussed further after Bill provides some requested material.

Moved by Zumwalt, seconded by McIntyre, to allow the Friends of the Library to add a Bookstore sign when schedule allows and the Board would have input on the size and style of the sign.

Approved unanimously

### **ADJOURN**

Moved by Briggs Farmer, seconded by Rosenberger, to adjourn at 6:24pm.

Approved unanimously

Respectfully submitted by:

Kimberly Cowger, Administrative Assistant