



MINUTES

Library Board

5:00 PM - Monday, December 16, 2024

Library, 1101 6th Avenue

The Library Board of the City of Marion, Linn County, Iowa met on Monday, December 16, 2024, at 5:00 PM, with the following members present:

PRESENT: In Person: Susan Kling, Sandy Rosenberger, Okpara Rice, Cara Briggs Farmer, Ross McIntyre, Bob Hoyt, Becky Garms
Via Zoom: Kim Rose, Jack Zumwalt, Chelsea Nunn

ABSENT: Kelsey Logan, Melissa Alexander, Nancy Miller

STAFF PRESENT: In Person: Bill Carroll, James Teahen, Sue Gerth, Ashley Osborn
Via Zoom: Kimberly Cowger

FRIENDS REP: Joan Wiebke

GUESTS PRESENT: Nick Tharalson

CALL TO ORDER

The meeting was called to order at 5:00 p.m. by Board President, Ross McIntyre.

AGENDA APPROVAL

Motion to approve agenda as presented.

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

Approved unanimously

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 time 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 November 2024 minutes.

Moved by Kling, seconded by Rice, to approve the November 2024 Meeting Minutes as presented.

Approved unanimously

REPORTS

Friends of the Marion Public Library Report

- Joan Wiebke reported the last Friends Book Sale made over \$2,000.
- Next Book Sales will be in April, July, and November 2025.
- Friends gave the Library a check for the Bookmobile wrap.

Marion Public Library Foundation Report

- Hilery Livengood submitted a Foundation Report for Board Members as she was absent for this meeting.

[MPL Foundation Report December 2024](#)

Board Continuing Education

- None to report.

Art Advisory Committee Report

- There will be a couple of guests at the next Art Advisory Committee Meeting to help the Committee understand the process of selecting Art for the Library.

Finance Committee

- No report.

Personnel Committee Report

- No report.

Director's Report

- Budget Update - Revenue is a little low but reimbursements from the State and the County will be coming soon.
- Statistics Highlights - Gate counts in October and November were high this year due to Early Voting in October and Election Day in November.

Policy Committee Report

- Policy Committee did not meet

Motion to accept all reports as presented. (Action requested)

Moved by Briggs Farmer, seconded by Rosenberger, to accept all Reports as presented.
Approved unanimously

REGULAR AGENDA

1. State Library Board of *Trustees Handbook* - Ch. 7 - 8 (Discussion)

- Information on creating a Strategic Plan confirmed that the Board did many of the items mentioned.
- There is importance in telling the Library's story.
- Sandy Rosenberger asked if we ever survey our patrons about programming. The hard part is getting people to responde.

2. Meeting Rooms Policy (Action Requested)

- After questions posed by Board Members at the November meeting additional language was added to the policy regarding injury as recommended by the City Attorney.

Moved by Kling, seconded by Rice, to approve the updates to the Meeting Rooms Policy.
Approved unanimously

3. Circulation Policy (Action Requested)

- Recommendation to change check out time for kids seasonal picture books from 21 days to seven days to make this collection more accessible to our patrons.
- Sandy Rosenberger, Bob Hoyt, and Becky Garms suggests perhaps next year we limit the number of these types of books patrons can check out in addition to reducing the check out time.
- Sue Gerth, Collections Manager, recommends we call them Seasonal Books rather than Holiday books.

Moved by Zumwalt, seconded by Nunn, to approve the updates to the Circulation Policy in addition to changing they type of book from Holiday Books to Seasonal Books.
Approved unanimously

4. FY24 Annual State Library Survey (Action Requested)

Moved by Rice, seconded by Briggs Farmer, to receive and file the FY24 Annual State Library Survey.

Approved unanimously

5. Friends Meeting Board Liaisons 2025 Sign-up

- Sign-up sheet was sent around for Board Members to sign up to be the Board Member Liaison at Friends Meetings in 2025.

ADJOURN

Moved by Rice, seconded by Kling, to adjourn at 5:32 p.m.
Approved unanimously

Respectfully submitted by:
Kimberly Cowger, Administrative Assistant

Marion Public Library Foundation

December 2024 report to Board of Trustees

- The Foundation’s Board of Directors approved Abbie Parker, Linn Mar High School Associate Principal, to its membership.
- The bookmobile donor signage is complete.
 - On the vehicle’s exterior, the four organizations that contributed \$25,000 or more are recognized on the back door. Additionally, Friends of MPL, which paid for the vehicle’s wrap, also is recognized.
 - On the interior, a temporary sign recognizes all donors of \$1,000 or more to the bookmobile vehicle purchase. After we complete fundraising for the bookmobile’s opening collection, a permanent sign will be fabricated. That sign also will list donors of \$1,000 or more to the vehicle’s starting collection.
- The Foundation received a \$10,000 grant for the bookmobile opening collection from the Linn County Fund at the Greater Cedar Rapids Community Foundation.
- Grants totaling \$12,500 are pending for library materials for the bookmobile. Of the \$70,000 materials budget for the bookmobile starting collection, the Foundation has raised approximately \$47,000, leaving a \$23,000 gap.
- Year-end solicitations are being sent to prior Foundation individual donors and Marion residents who could make qualified charitable distributions (QCDs) from a retirement account. The focus of these is the bookmobile collection, although we list options for general support and the Dolly Parton Imagination Library.
- We continue exploring a grant opportunity through the National Endowment for the Arts, the “Big Read.” The grant supports community reading programs designed around a single book, an objective on the library’s strategic plan. Programming for the 2025-26 grant cycle will center around the theme *OUR NATURE: How Our Physical Environment Can Lead Us to Seek Hope, Courage, and Connection*. Awards range from \$5,000 to \$20,000 and require a match. The letter of inquiry deadline is January 23, 2025, and the full grant application is due January 30, 2025.