



MINUTES

Library Board

5:00 PM - Monday, February 12, 2024

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, February 12, 2024, at 5:00 PM, with the following members present:

PRESENT: Susan Kling, Jack Zumwalt, Sandy Rosenberger, Okpara Rice, Kim Rose, Seth Moomey, Cara Briggs Farmer, Nancy Miller, Ross McIntyre

ABSENT: Sally Reck, Chelsea Nun, Eileen Robinson

STAFF PRESENT: Bill Carroll, Ashley Osborn, Amy Geiger, Sue Gerth

FRIENDS REP: Wynelle Lindsley

GUESTS PRESENT: Nick Tharalson

CALL TO ORDER

The meeting was called to order at 5:00 p.m. by Board Vice President, Susan Kling.

AGENDA APPROVAL

Susan Kling noted the order of the agenda has changed a bit.

Motion to approve agenda as presented.

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

Approved unanimously

INTRODUCTION OF GUESTS

PUBLIC FORUM

No comments

MINUTES

Motion to approve the January Meeting minutes.

Moved by Zumwalt, seconded by Briggs Farmer, to approve the January Meeting minutes as presented.

Approved unanimously

REPORTS

Friends of the Marion Public Library Report

- The next Friends Book Sale will be March 8-10.
- Dolly Parton Imagination Library (DPIL) online registration is still turned off to keep membership from skyrocketing. There are efforts to try and get State funding/support for DPIL.
- Bookstore averages \$700-\$800 per month.

Marion Public Library Foundation Report

- Had a recap meeting with Farmers State Bank.
- Had a meeting with Collins Community Credit Union and let them know about sponsorship opportunities.

Board Continuing Education

- Susan Kling attend a workshop on the management roll of a Trustee where they talked about hiring a Library Director. The workshop also stressed that Library Boards should be aware of the City Ordinance, hard copies were made available to Board Members.
- Ross McIntyre watched a Zoom Legislative update--does this count for CE credits? Bill Carroll will look into more information on this--requests can be submitted through IA Learns accounts.

Art Advisory Committee Report

- No updates

Finance Committee

- No updates

Personnel Committee Report

- No updates
- Director evaluation will be done per City timeline.

Director's Report

- Budget Update--Budget spending is right on track.
- New Building & Bookmobile Project Update--Change order was approved by City Council, still waiting on delivery date from manufacturer.
- General Department Updates--A physical catalog has been created for our cake pan collection in response to patron requests.

Policy Committee Report

Supplemental Personnel Policies

- Dress Code--There were two small edits under 'Enforcement.'
- Meal & Break Policy--Just reviewed, no suggested changes.
- Professional Development and Working from Home Policies have been tabled.

Motion to accept all Reports as presented.

Moved by Rice, seconded by Rosenberger, to accept all Reports as presented.

Approved unanimously

REGULAR AGENDA

Linn County Contract

- renewal for rural users.

Moved by Rose, seconded by McIntyre, to approve the Linn County Contract
Approved unanimously

Meeting Room Policy Discussion

- An ad-hoc committee met to discuss the consideration of adding fees for special event meeting room use.
- The committee recommended to charge for special events to keep the Library in line with other City Departments.
- Fees would be effective June 1, 2024.
- Policy would be updated to include special events in the 50% retainer language.

Moved by McIntyre, seconded by Zumwalt, to approve changes to Meeting Room Policy as amended with edits and implementation date of June 1, 2024.

Approved by the following votes:

Ayes: Rose, Zumwalt, Moomey, McIntyre, Nunn, Rosenberger, Kling, and Briggs
Farmer

Nays: Rice

to approve changes to Meeting Room Policy as amended with edits by Bill Carroll and implementation date.

Approved

FY23 Annual Report

- Ashley Osborn presented copies of the FY23 Annual Report to all Board Members.

ADJOURN

Moved by Zumwalt, seconded by Rose, to adjourn at 5:42 p.m.

Approved unanimously

Meeting Notes taken by:

Ashley Osborn, Marketing & Special Events Manager

Respectfully submitted by:

Kimberly Cowger, Administrative Assistant