



# MINUTES

## Library Board

5:00 PM - Monday, March 17, 2025

Library, 1101 6th Avenue

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The Library Board of the City of Marion, Linn County, Iowa met on Monday, March 17, 2025, at 5:00 PM, with the following members present:

PRESENT: In Person: Jack Zumwalt, Melissa Alexander, Nancy Miller, Bob Hoyt, Becky Garms, Kelsey Logan, Sandy Rosenberger, Cara Briggs Farmer (arrived late at 5:16 p.m.)  
Via Zoom: Kim Rose

ABSENT: Chelsea Nunn, Okpara Rice, Ross McIntyre, Susan Kling

STAFF PRESENT: Bill Carroll, Ashley Osborn, Sue Gerth, Bob Reynolds, Kimberly Cowger

FRIENDS REP: Bonnie Raasch (left early at 6:06 p.m.)

GUESTS PRESENT: Nick Tharalson

### CALL TO ORDER

The Meeting was called to order at 5:00 p.m. by Board Secretary, Jack Zumwalt.

### AGENDA APPROVAL

Bill Carroll mentioned Regular Agenda Item number 5. Plan of Service needs to be tabled until the next Board Meeting as the necessary attachment did not make it on the agenda.

Moved by Alexander, seconded by Rose, to approve modified agenda with the removal of the Plan of Service.

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 February 2025 Meeting minutes.

Bill Carroll noted a typo in the meeting minutes, the spelling of Kim Venner's name needs to be corrected.

Moved by Rosenberger, seconded by Logan, to approve the February 2025 Meeting Minutes as amended.

Approved unanimously

## **REPORTS**

### **1. Friends of the Marion Public Library Report**

- Bonnie Raasch reported that the Friends met with Library staff about the future of DPIL.
- Next Booksale and Bake Sale will be April 4 - 6, 2025.
- April 16 is National Librarians Day, the Friends will provide goodies for staff appreciation.
- Kim Venner has been creating recycled book art for sale in the Bookstore.

### **2. Marion Public Library Foundation Report**

- Hilery Livengood submitted a Foundation Report for Board Members as she was absent for this meeting.
- Bill Carroll mentioned that the biggest items to note from the report are that the final payouts to the City for the Building and Bookmobile Capital Campaign have been made.

### **3. Board Continuing Education**

- Okpara Rice, Bob Hoyt, and Nancy Miller all attended Shola Richard's keynote speech at the February 20, 2025 Corridor Libraries Staff Day.

### **4. Art Advisory Committee Report**

- No report.

### **5. Employee Appreciation Committee Report**

- Becky Garms reported that lunch will be provided for staff on April 8 from 11:30 - 1:30. Pizza, veggies, and dessert will be provided. The Foundation will help with funding these efforts.

### **6. Finance Committee Report**

- No report.

### **7. Personnel Committee Report**

- No report.

### **8. Director's Report**

- Bill Carroll did not focus on any specific items from the Director's Report since the Regular Agenda is so heavy for this meeting.

### **9. Policy Committee Report**

- Policy Committee did not meet.

**Motion** to accept Reports 1-9 as presented. **(Action requested)**

Moved by Alexander, seconded by Rosenberger, to accept Reports 1-9 as presented.

Approved unanimously

## REGULAR AGENDA

### 1. State Library Board of *Trustees Handbook* - Ch. 11-12 (*Discussion*)

- Jack Zumwalt reviewed Robert's Rules of Order for making motions. "I move that...(state proposal)" or if proposal has already been discussed "So moved."
- Jack and Bob Hoyt said that these chapters have lots of good reminders of what Board Members are trying to do.
- Cara Briggs Farmer encourages newer Board Members to always ask questions.

### 2. Recruiting for new library Board members (*Discussion*)

- There will be 3 open Board Member positions after June 30, 2025.
- Bill Carroll asked all Board Members to encourage any Library Advocates they know to apply once the applications open in April.

### 3. Executive library board positions and sub-committee appointments (*Discussion*)

- At least two Executive Board positions will need to be replaced next Fiscal Year. Bill Carroll asks other Board Members to consider serving for a one year appointment.

### 4. Six-month check-in regarding change of monthly Board meeting date (*Discussion/possible action*)

- Board Members present all said the date change still works for them.

### 5. Plan of Service (~~**Action requested** to receive and file~~)

- Item removed from the agenda and tabled until the next Board Meeting.

### 6. Library Hours for public employee appreciation day in May 2025 (*Discussion* and **potential action**)

- Public Employee Appreciation Day in May includes a City provided luncheon. Many Library staff members are not able to attend due to short lunch breaks while working on public desks.
- Bill Carroll recommends the library close for two hours so staff can attend the luncheon.
- Staff would have the option to flex time if they are off during this two hour lunch break.

Moved by Briggs Farmer, seconded by Alexander, to close the library for a two-hour block of time to allow staff to attend the City-wide Public Employee Appreciation Day lunch.

Approved unanimously

### 7. Open meetings training follow-up (**Action requested** to receive and file)

- Ross McIntyre provided an Open Meetings training follow-up document.

Moved by Rose, seconded by Logan, to receive and file the Open Meeting training follow-up document.

Approved unanimously

### 8. Advocacy discussion (*Discussion and direction requested and potential action*)

- Bill Carroll explained what Board Members can and can not do when it comes to Advocacy. While the Library provides information, they can not provide an opinion.
- Bill recommends following the model that the Cedar Rapids Public Library has, they have an Advocacy Board Sub-Committee.

- Kelsey Logan asked if someone from CRPL could come to one of our Board Meetings to explain what they do. Bill will check on this.
- Board Members are asked to think about if they would like to serve on such Committee if it is formed.

9. Library art policy and art sub-committee (*Discussion and direction requested*)

- Members of the art sub-committee would like guidance on what this committee should do as the current Art Policy only mentions what to do for existing art, not new art.
- Jack Zumwalt read a list of considerations regarding art.
- Kelsey Logan questioned if it might be good to get Community feedback on what they'd like to see for art in their public library.
- There is a consensus that the Board would like to see art in the Library.
- The Art sub-committee needs to identify locations for art in the Library and theme/collection ideas.
- The Art Policy will be reviewed at the next Policy Committee Meeting.

10. City Showcase outreach opportunity (*Discussion*)

- Board outreach is an item included in our Strategic Plan. A sign-up went around for Board members to volunteer to attend the City Showcase on Saturday, April 26 from 9 a.m. - 12 p.m.

## **ADJOURN**

Moved by Logan, seconded by Rosenberger, to adjourn at 6:21 p.m.

Approved unanimously

Respectfully submitted by:

Kimberly Cowger, Administrative Assistant