



MINUTES

Library Board

5:00 PM - Monday, May 13, 2024

Library, 1101 6th Avenue

The Library Board of the City of Marion, Linn County, Iowa met on Monday, May 13, 2024, at 5:00 PM, with the following members present:

PRESENT: In Person: Sally Reck, Susan Kling, Jack Zumwalt, Sandy Rosenberger, Kim Rose, Nancy Miller, Ross McIntyre
Via Zoom: Okpara Rice, Seth Moomey, Cara Briggs Farmer, Chelsea Nunn

ABSENT: None

STAFF PRESENT: Bill Carroll, James Teahen, Kimberly Cowger, Ashley Osborn, Bob Reynolds, Hilery Livengood

FRIENDS REP: Debbie Bancks

GUESTS PRESENT: Nick Tharalson

CALL TO ORDER

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

AGENDA APPROVAL

Motion to approve agenda as presented.

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

INTRODUCTION OF GUESTS

PUBLIC FORUM

No comments

LIBRARY SPOTLIGHT

April Staff Milestone Anniversaries -- One Year of Service: Courtney Brogla, Will Sturms, and Jade Lammers

HONORARY LIBRARY BOARD MEMBER APPOINTMENT

Moved by Kling, seconded by Briggs Farmer, to approve resolution 24-001 appointing Bob Hoyt as an honorary Board Member, to serve one four-year and 49 day term,

through Jun 30, 2028 and eligible for one additional four-year term.
Approved unanimously

MINUTES

Moved by Rosenberger, seconded by Rose, to approve the April Meeting Minutes as presented.

Approved unanimously

REPORTS

Friends of the Marion Public Library Report

- Debbie Bancks represented the Friends Board but had no updates this month.

Marion Public Library Foundation Report

- Hilery Livengood, our new Foundation Director, introduced herself to the Board.
- The Foundation Board will meet this week.

Board Continuing Education

- None to report.
- While not Continuing Ed, Susan Kling did recommend watching the replay of the Mayor's State of the City Address.

Art Advisory Committee Report

- This Committee will start to meet again after July 1st once the FY25 Budget funds are in place.

Finance Committee

- Kim Rose looked over the Finance Reports, everything looked good.

Personnel Committee Report

- The Board Executive Committee will meet after tonight's Board Meeting to discuss Bill Carroll's Performance Review.

Director's Report

- Budget Update--Revenue is at 100% and Expenses are at 81%. It is looking very favorable that we will come in under budget this year.
- Statistics Highlights--Circulation has been stable.
- General Department Updates--Hilery Livengood has started as our new Foundation Director. Darryn Gradhandt has been promoted to Bookmobile Team Lead. Our new Sublimation Printer will be available for patron use in the MakerSpace soon. A new Laser Etcher will be secured soon to replace the Glowforge.
- MLN Updates--The MLN Hotspot program will be discontinued soon.

Policy Committee Report

- Art Policy--One clarification revision.
- Distribution and Display Policy--Updated due to the new public bulletin board that has been put up on the second floor of the Library.
- Library Access for Registered Sex Offenders Policy--No changes.
- Reference and Information Services Policy--A couple of changes based on

available features.

Moved by Rose, seconded by Rosenberger, to approve all policies as presented except the Circulation Policy.

Approved unanimously

- Circulation Policy--The Metro Library Network is eliminating the MetroLite Card. There was discussion about possibly removing the Loan Periods table from the Circulation Policy, some view it as more of an operations procedure than a policy.

Moved by Zumwalt, seconded by Moomey, to approve the Circulation Policy as presented.

Approved by the following votes:

Ayes: Rice, Zumwalt, Moomey, McIntyre, Nunn, Rosenberger, and Briggs
Farmer

Nays: Reck, Rose, and Kling

Motion to accept all reports as presented.

Moved by Kling, seconded by Rose, to approve all Reports as presented.

Approved unanimously

REGULAR AGENDA

Library Board Operations (action requested)

- Officer Terms will change from 2 years to 1 year.

Moved by Rice, seconded by Rosenberger, to approve updates to the Library Board Operations as presented.

Approved unanimously

Board Officers Discussion for FY25 (discussion and action requested)

- President - Ross McIntyre
- Vice President - Susan Kling
- Treasurer - Kim Rose
- Secretary - Jack Zumwalt

Moved by Rosenberger, seconded by Reck, to approve the FY25 Board Officers.

Approved unanimously

Adoption of FY25 Library Budget (action requested)

- The FY25 Budget was approved by City Council on April 18.

Moved by McIntyre, seconded by Zumwalt, to adopt the FY25 Library Budget as presented.

Approved unanimously

Request to rescind Part-time Personnel Merit Wage Increase Supplemental Personnel Policy (action requested)

- The scope of this policy is now covered by the City's Personnel Policy.

Moved by Rose, seconded by Kling, to rescind the Part-Time Personnel Merit Wage Increase Supplemental Personnel Policy.

Approved unanimously

Meeting Room Policy Addition (action requested)

- Addition of language that allows for exceptions to be made by the Library Director.

Moved by Zumwalt, seconded by Rose, to approve the Meeting Room Policy addition as presented.

Approved unanimously

New Business

- Cara Briggs Farmer mentioned the possibility of a future partnership with the Library Foundation regarding a piece of property she's renovating.

ADJOURN

Moved by Rose, seconded by Rosenberger, to adjourn at 6:06 p.m.

Approved unanimously

Respectfully submitted by:

Kimberly Cowger, Administrative Assistant