



Board Minutes

January 17, 2023

Present: Joyce, Waggoner, Kleeman, Schneider, Coenen, Reuter, Smith, Burk, Lenger

Approval of Agenda: Motion to approve by Joyce, seconded by Smith. All aye.

Correspondence: none

Public Comment: none

Minutes: Motion to approve the minutes of the December 20, 2022 meeting. Moved by Kleeman, second by Waggoner. All aye.

Financial Reports:

Accounts Payable: Confirmed that we expect the Friends to reimburse us for the cost of our Ancestry.com subscription. We paid for 2023 Iowa Library Association memberships for Amanda and Andrew. We expect to pay for two more memberships next month. We were not charged for storage unit rent in December and will investigate why. End panels and counters were installed and billed in Farley. Petty cash reimbursements were coded to several lines based on what the reimbursed expenses were for. Motion to accept by Joyce, seconded by Kleeman. All aye.

Account Balance: Income through December includes county and state funds, with state funds being over the budgeted amount. No funds have been received from the agency yet, but they're not expected until later in the year. Personnel expenses are still well behind the budgeted amount for this point in the year. Overall expenses are low for this point in the year (43% expended at the end of December). Motion to accept by Schneider, seconded by Joyce. All aye.

Director's Report: NICC used our makerspace cabinet to house their food pantry. ECIA will be sending a display and survey about local transportation. We were included in a TH story about library trends. We completed a holiday lights recycling program in collaboration with C-SPL and DMASWA. We'll be scheduling a document shredding program with the same groups. Amanda will be out of town for the LibLearnX conference. Board members are invited to a webinar about intellectual freedom through the ILA IFC and to the evening keynote of the ILOC conference. We had over 100 participants in the winter reading program. We've submitted our State Library accreditation application, which is due in February.

Committee Reports:

JLAC: Did not meet.

Library Agency: Did not meet.

Farley Library Committee: Did not meet.

Unfinished Business: None.

New Business:

Director evaluation: Based on their evaluation, the HR committee moves to grant Amanda a 4% raise, retroactive to her anniversary date. Seconded by Kleeman. All members voted aye.

ADA checklist: The board discussed the ADA checklist required for state accreditation.

Rebrand and website proposal: The board discussed quotes for a rebrand and website redesign project, included a recommendation from staff to accept the quote from McCullough Creative. Motion by Smith to accept the quote from McCullough Creative, seconded by Kleeman. All members voted aye.

Adjournment: Meeting adjourned at 6:23 PM.

Next Meeting – Tuesday, February 21, 2023, 5:30 PM at Peosta/NICC.