



Board Minutes

May 16, 2023

Present: Joyce, Kleeman, Smith, Waggoner, Burk, Lenger

Absent: Schneider, Coenen, Reuter

Approval of Agenda: Moved by Joyce, seconded by Kleeman. All aye.

Correspondence: none

Public Comment: none

Minutes: Motion to approve the minutes of the April 18, 2023 meeting. Moved by Kleeman, second by Burk. All aye.

Financial Reports:

Accounts Payable: Notable expenses include EBSCOHost renewal, which is less than in the previous year. We've reduced the available content in EBSCO due to lack of use in order to reallocate those funds. We've newly subscribed to Niche Academy for staff and patron training. We were alerted that our wireless access points need to be replaced, which has been scheduled. We paid our annual renewal for ByWater Solutions for Aspen and Koha.

Motion to accept by Joyce, seconded by Waggoner. All aye.

Account Balance: We've received the remainder of our county and Holy Cross funding. Amanda estimates we will end the year in the black for expenses. We still expect to pay the remainder of the McCullough project out of this year. Various expenses through the end of the year will be offset largely by unspent funds in the materials line. We will be moving to a cloud-based Microsoft Office product as our server reaches end-of-life, which will incur expenses.

Motion to accept by Joyce, seconded by Burk. All aye.

Director's Report:

We've received a couple of nice donations. Robin has given notice that she will be leaving her position as the Holy Cross clerk. The position has already been posted and will close in early June. We will need to do some flexible scheduling while hiring. The Farley library has a phone. We received confirmation of our accreditation with the state library. We've received proofs of our new website from McCullough and are pleased.

We'll offer feedback and continue to refine. We've migrated to our new online calendar. We're preparing to refresh furniture and layout in Epworth. We've seen an increase in volunteers. We've established a workflow to complete the storage project and expect to have the unit emptied soon. The summer reading program will start soon. Staff have applied to present at the Iowa Library Association conference in Dubuque in October.

Committee Reports:

JLAC: Did not meet.

Library Agency: Did not meet. We hope to send a mailing to all agency residents before their July mayors meeting.

Unfinished Business: None.

New Business:

Circulation Policy: Motion to amend by Kleeman, seconded by Joyce. All aye.

Interlibrary Loan Policy: Motion to rescind by Joyce, seconded by Kleeman. All aye.

Informational Items Discussion:

ILA provided literature explaining implications of recent legislation regarding school libraries and how to discuss those issues.

Board Comments and Announcements: None.

Adjournment: Meeting adjourned at 6:31 PM.

Next Meeting – Tuesday, June 20, 2023, 5:30 PM at Asbury.