



Board Minutes

September 20, 2022

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

Absent: Reuter

Approval of Agenda: Motion to approve by Joyce, second by Kleeman. All aye.

Correspondence: none

Public Comment: none

Minutes: Motion to approve the minutes of the August 16, 2022 meeting. Moved by Burk, second by Kleeman. All aye.

Financial Reports:

Accounts Payable: Discussion of what a Vox book is, as the library has purchased more. Notable expenses include Farley wiring, setup, office supplies, and mileage. Several staff members are attending the Iowa Library Association conference. We paid our annual MPLC movie screening license. We have a mix of credits and debits with Managed Solutions due to complications around computer replacement. Motion to approve by Schneider, seconded by Waggoner. All aye.

Account Balance: Four of five member cities have paid, and the fifth should show in the next month's balance. Note that last month's balance sheet transposed the values in two lines, which have now been corrected. Confirmed there is not an Iowa Code requirement for budget amendments; instead, we were advised that one should consider an amendment if one is going to overspend one's entire budget. Motion to accept by Kleeman, seconded by Schneider. All aye.

Director's Report: We've submitted our Annual Survey to the State Library. That data will be used for our annual letter to member cities, which is due by October 1. We need to start work on next year's budget in order to hit the mandated deadlines

for a public hearing. We're preparing to educate staff and patrons about an upcoming change to the Overdrive interface. The Friends of the Library raffle has concluded successfully. They're now beginning research and planning for a bingo night.

Committee Reports:

JLAC: We haven't yet reworked the agreements to be on a unified three-year cycle, but still intend to. We're no longer paying security to NICC and Amanda has begun work to adjust the usage agreements accordingly.

Library Agency: None.

Farley Library: Shelving, books, furniture, computers, wifi and lights are all in place for the temporary space. We plan to open the temporary space with new hours on Tuesday, 9/27. The committee appointed by the city of Farley for the construction project continues to meet and update the design. Until the design is finalized, the budget is in flux and applications for funding are more difficult. Still no contract from the County for the ARPA grant.

Unfinished Business: None

New Business:

Library Use by Sex Offenders Against Minors Policy: Tabled for next month.

Job Descriptions: Revision of all existing job descriptions and a new description for a Community Engagement Librarian. All of these descriptions have already been approved by the union. Motion to approve by Burk, seconded by Kleeman. All aye.

Adjournment: Meeting adjourned at 6:40 PM.

Next Meeting – Tuesday, October 18, 2022, 5:30 PM at Epworth.