



Board Minutes

June 20, 2023

Present: Joyce, Kleeman, Smith, Waggoner, Burk, Lenger, 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 May 16, 2023 meeting. Moved by Smith, second by Waggoner. All aye.

Financial Reports:

Accounts Payable: The last accounts payable of the fiscal year, with many transactions. Additional payment to Newsbank to add more content, including the Dyersville Commercial. We spent end-of-year funds on additional Kanopy content credit for streaming video. Discussion of the service cost on hotspots that have been suspended while checked out and overdue. We've paid the low-end estimate for McCullough's rebranding work, with the expectation of paying the remainder next fiscal year. Custodial costs at Asbury have increased, and rent will increase, too. We've purchased replacements for public internet computers.

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

Account Balance: Payroll expenses through the end of the month will impact these numbers. We're finishing the year with slightly more income than budgeted. Personnel expenses will end the year under budget. Operational expenses will be over budget, but are offset by personnel savings.

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

Director's Report: We will start automatically creating library accounts for all Divine Word students. Discussion of a request for library use by a patron convicted of sex crimes against a minor. We're moving forward with a transition to a cloud-based Office license. Website progress continues. We've cleaned out the storage units and are no longer paying for them. We've had a job offer accepted for a new clerk in Holy Cross. The summer reading program kickoff was very well attended. Friends of the Library raffle is ongoing. Amanda and Lydia will be attending ALA in Chicago next week.

Unfinished Business: None.

New Business:

Vulnerable Patron Policy: Motion to revise the Unattended Child Policy and retitle it as the Vulnerable Patron Policy by Waggoner, seconded by Schneider. All aye.

Assistant director compensation: Motion to approve a 5% raise for Andrew Fuerste-Henry, effective on their anniversary date. Moved by Joyce, seconded by Kleeman. All aye.

Election of Officers: Motion to appoint Nellie Burk as Chairperson and Terrie Lenger as Vice Chairperson by the Nominating Committee, seconded by Smith. All aye.

MOU with Divine Word College: Motion to accept by Waggoner, seconded by Schneider. All aye.

Discussion:

Committee Assignments FY24

Director Evaluation Form

Adjournment: Meeting adjourned at 6:14 PM.

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