

**Board Minutes**  
January 23, 2024

**Present:** Boge, Burk, Coenen, Joyce, Reuter, Smith, Waggoner

**Not Present:** Lenger, Schneider

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

**Correspondence:** none

**Public Comment:** none

**Minutes:** Motion to approve the minutes of the December 19, 2023 meeting, as amended to reflect Smith's presence. Moved by Smith, second by Boge. All aye.

**Financial Reports:**

**Accounts Payable:**

We've paid our Ancestry subscription for the year and anticipate being reimbursed for the cost by the Friends. We paid to publish our budget hearing notice. We paid the first month of our new maintenance contract model with Managed Solutions; this payment includes transition costs that will not be present in future months.

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

**Account Balance:**

We've received all of our payments from cities for the first half of the year. Personnel expenses are on track for the year. Printing costs are high for this point in the year. Marketing and publicity and underspent, but we have plans for usage with the new branding.

Motion to accept by Smith, seconded by Reuter. All aye.

**Director's Report:**

The City of Farley will present to the County Supervisors to request funding for the purchase of a building for a library space. Farley community members have been working on grant applications and Amanda will contact them to assist. We've begun inventory of the collection for the first time in several years. The storage branch has been fully deleted from Koha. We continue to work with ByWater and Divine Word to automate our process for importing Divine Word students into Koha. Interviews are ongoing for a new clerk in Peosta. Our new Teen & Adult programming librarian started work. Four staff members will attend a social & emotional learning training through the Community Foundation of Greater Dubuque.



Dubuque County  
**Library District**

**Report of Committees:** None.

**Unfinished Business:** None.

**New Business:**

Director's Job Description: motion to approve as amended by Smith, second by Waggoner.  
All aye.

Conduct in the Library Policy: motion to approve as amended by Smith, second by Boge.  
All aye.

**Discussion:**

Strategic Plan Update

Library Statistics Q2

Community Engagement Report Q2

**Adjournment:** Meeting adjourned at 6:51 PM.

Next Meeting – Tuesday, February 20, 2024, 5:30 PM at Epworth Branch.