

**Board Minutes**

March 19, 2024

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

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

**Correspondence:** none

**Public Comment:** none

**Minutes:** Motion to approve the minutes of the February 20, 2024 meeting. Moved to accept by Waggoner, second by Boge. All aye.

**Financial Reports:****Accounts Payable:**

Notable expenses include payment to a history presenter, licensing for Niche Academy, and PO Box renewals. Hotspot costs have risen due to the upgrade to 5G service. We're paying expenses for Kayla to attend and present at the PopYS conference. The van needed some repairs. We purchased staff apparel with our new logo.

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

**Account Balance:**

All cities' second yearly payments will be reflected in next month's financials. February contained three pay periods; as of the end of the month we'd expended 58% of our personnel budget. We expect several large expenses and renewals at the end of the fiscal year.

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

**Director's Report:**

We'll be performing accessibility studies at all library sites with Iowa Vocational Rehab and the Dubuque Disabilities Council. We're working on grant applications for the Farley project. We're repeating our annual program with the County Extension office to distribute free plants. Our recent spring cleaning and organizing program had strong attendance. The Friends have arranged fundraisers with Kwik Trip and Your Pie. Amanda attended ILA legislative day. Staff attended social emotional learning training at St. Marks. Farley and FEH completed a code review of the intended library space.

**Report of Committees:** None.

**Unfinished Business:** None.



**New Business:**

Assistant Director's Job Description – Motion to approve by Joyce, seconded by Lenger. All aye.

**Adjournment:** Meeting adjourned at 6:27 PM.

Next Meeting – Tuesday, April 16, 2024, 5:30 PM at Peosta Branch.