

Reinbeck Public Library

Trustee Board Meeting

Thursday November 8, 2021

4:30 pm

President, Marilyn Evans, called the meeting to order. Others present were trustees, Bonnie Shinn, Sue Trunck, Rebecca Schildroth, and Library Director Victoria Derr. Motions were made and seconded to approve the minutes, bills, and agenda.

Report on Library Operations by Director:

October Statistics:

Plow: 200 visits.

Bridges: 154 downloads

Circulation: 1,004

Book Discussions: Afternoon book club had 7 attendees and the evening had 45 attendees.

OLD BUSINESS:

1. Website (pictures): A picture is still needed from one trustee.

2. Landscaping - ARPA Grant and Memorial Project: More research on this project needs to be done before any decisions will be made. Victoria will look into getting more information. December is the latest we can come up with our plan to improve the outside of our building.

3. ALA Grant: We will have Jerry put plugs into one of the large library tables for a computer center. Victoria is working on the spending details. We have until February 2022 to complete the spending of this grant.

4. Flooring: We were made aware that we did not have the correct flooring quote. Rebecca made the motion and Marilyn seconded it to spend \$6,362.54 with D & W Flooring for the activity/meeting room area. The motion passed unanimously.

5. Donation Wood Books: Jerry has made us samples of the books. Rebecca has done research on the project. Sales@awardsgiftsengraving.com will do the engraving on the spine. Rebecca made the motion and Marilyn seconded the motion to: Starting in 2020 any donation made in the amount of \$250 or more shall be eligible for a book. The books are to be placed on a special shelf. Donor levels are as follows:

Supporter	\$250 - \$499
Donor	\$500 - \$999
Patron	\$1000 - \$2499
Benefactor	\$2500 - \$9,999
Cornerstone	\$10,000 and above

The library will take care of all the costs for the books. The person giving the money or a family will decide on the spine configuration. In case no one wishes to do this the Director will take this responsibility. Donations for a person or family will be totaled for this purpose, with the Director keeping a spreadsheet for the money given. A brochure will be worked on by Rebecca and she will work with the engravers as to what can be done on the spine. She will report on this in January.

6. Miracle on Main: Cathy Thede will be our Mrs. Clause and will read from 5:30 to 6:00 on Friday, November 12. We will have handouts and cookies.

NEW BUSINESS:

1. City Council Report: Victoria stated that she attended the October meeting.

2. Board Position: Brenda Snider was the write in candidate winner.

OTHER BUSINESS:

1. Board Training: Confidentiality Policy: The board read and reviewed the confidentiality policy as presented by Victoria. Marilyn made the motion and Bonnie seconded the motion to approve the policy as written. The motion passed unanimously

Meeting was adjourned at 5:12.

The next board meeting will be December 13, 2021 at 4:30 p.m.

Respectfully submitted by Rebecca Schildroth, Secretary