

Trustee Board Meeting

March 13, 2023

4:30 pm

President, Marilyn Evans, called the meeting to order. Others present were trustees, Brenda Snider, Bonnie Shinn and Rebecca Schildroth, and Library Director Lenah Oltman. A motion was made and seconded to approve the bills, and the agenda. The minutes were approved as read.

February Statistics:

New Patrons: 15

Newspapers: 28

Magazines: 10

Upstairs: 320

Tech Assist: 38

Reference: 252

Community Room: 426

Computers: 47

Door Count: 1304

Libby: 175

Physical Circulation: 1206

Wi-Fi: 739

Website: 432

Programming: 463

All Ages: 80

0-5: 70

6-11: 18

12-18: 27

Adults: 25

Programs: 14

Director's Report:

Lenah informed us that Kaden has done a great job with ice and snow removal. As he is a student there will be times he cannot get to the task timely. In those instances the city will take over this task. A standard procedure will be formulated and implemented concerning this task.,
Angie Thesing has given us a small refrigerator.

Old Business:

1. Solum Lang: It has been difficult to find a date that works for both them and Lenah. She asked that any board member who wishes can attend this meeting. She will inform us of the date when it is chosen.

2. Outdoor Instruments: There was no update.

New Business:

1. Job description for Programming Coordinator and Library Page: After reading the job description for Programming Coordinator, Rebecca made the motion to accept the description as written. Marilyn seconded the motion and it passed unanimously. The job description of the Library Page was presented. Marilyn made the motion to accept the description as written. Bonnie seconded the motion and it passed unanimously.

2. Adventure Passes: Lenah spoke at the Woman's Club recently. They have given us a total donation of \$500 for two Iowa Adventure passes. One is for the Reiman Gardens in Ames and the other is for the Grout Museum in Waterloo. One pass is good for two adults and two children. On any given day only one pass for each site may be used by our patrons. It is hoped that we can offer at least 4 different passes.

3. Trivia Night: We have been asked if we would like to help with Trivia Night on April 22. They ask that we provide at least two volunteers and then all proceeds would go to the library. It was agreed that we will do this.

4. Kone Elevator Suggestions: They have given us a list of three areas of elevator care. The cost would be \$993.10, \$667.17, and \$1,481.05 for a total of \$3141.32 plus applicable sales tax. It was felt that this issue needs to be looked into before spending this kind of money. We already do routine maintenance.

5. Landscaping: Marilyn will contact the cement contractor and proceed with this project.

6. Security Camera: As we have the need for more surveillance it was thought that we needed a couple of additional cameras. An item had been stolen and was returned because we had a camera record. Bonnie made the motion to purchase two additional cameras. Marilyn seconded the motion and it passed unanimously. Meeting was adjourned at 5:51

The next board meeting will be April 20, 2023 at 4:30 p.m.

Respectfully submitted by Rebecca Schildroth, Secretary