

## **Reinbeck Public Library Trustee Board Meeting**

**December 11, 2023**

**4:30 pm**

The meeting was called to order by acting President, Marilyn Evens. Others present were trustees, Sue Trunck, Brenda Snider, Bonnie Shinn, 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.

### **Past month's Statistics:**

**New Patrons: 9**

**Door Count: 1300**

**Plow: 394**

**Wifi: 410**

**Physical Circulation: 1366**

**Digital Circulation: 232**

**Director's Report:** Lenah stated that the staff and a couple of students from the high school have been working on putting barcodes on the front of the books. This will make it much easier to do inventory. A complete inventory of our collection will be done soon as this has not been done in years. The two students working in the library are there under the direction of their teacher. This is working well.

Lunch and learn was held last month. It is expected that a full lunch will be part of this program put on by the Iowa State Extension service. This is a new monthly program for adults.

Tec 101 went over well. A high school student is paired with an adult wanting to learn computer basic knowledge. The student makes a step-by-step instruction for the adult to use. The feedback on this is positive and Lenah feels the students were an excellent resource.

In the spring we will have a series of programs for adults brought to us by the state library on topics such as consumer fraud, thriving in the home, and planning ahead. Lenah attended the City Council meeting. The county is cutting funding for all of the towns. Overall, the city feels it will need a 5 percent increase in budget the coming fiscal year.

Lenah has been chosen to lead a 50-minute session with the Iowa Library Association on January 25. This will focus on how she markets our library. This will be a live online conference.

Previously she did a taped segment on our Read Around Reinbeck program this summer. Next luncheon for the library staff will be November 15.

**Old Business:**

- **Landscaping:** No report. The cushions on the outdoor furniture are still in place because the furniture is still being used.
- **Donations Policy- opportunity- parameters:** Lenah presented us with a sample brochure. We are to look it over and make suggestions for any improvements. Rebecca made the motion that we start the Investment Tree in January of 2024. Marilyn seconded the motion and it passed unanimously. It is hoped that the design and construction of the tree can be done in the first few months of the year.
- **Railing:** No progress to report.
- **Solum Lang:** Lenah showed us the revised plan. When we OK the plan, they will start working on individual plans for each area of our building. There was discussion on this plan and it was motioned by Marilyn and seconded by Sue to approve the plan as presented. The motion passed unanimously. Discussion was held on the drain situation in the coffee bar area.

**New Business:**

There was none.

Meeting was adjourned at 6:45 pm

The next board meeting will be January 8, 2024, at 4:30 p.m.

Respectfully submitted by Rebecca Schildroth, Secretary