

**Lied Public Library**  
Clarinda, Iowa  
Public Library Board of Trustees  
**Minutes for Thursday, September 16th, 2021**  
5:30 pm

**Lied Public Library's Mission:**

*To enrich the community through access to library services and cultural opportunities.*

**A. Meeting started at 5:30 PM at the Lied Public Library and via Zoom.**

- a. Board members took COVID-19 precautions by social distancing.
- b. Called to order by **Vice-President Beth Rarick**
- c. **Beth Rarick** requested **Andrew Hoppmann** take the minutes in **Allie Wellhausen's** absence.
- d. Attendance
  - i. Present:
    1. Board Trustee Members:
      - a. Tara Keller
      - b. Paul Jones
      - c. Jim Varley
      - d. Alan Ascherl
      - e. Beth Rarick (Vice-President)
      - f. Andrew Hoppmann (Library Director)
    - ii. Absent:
      2. Board Trustee Members
        - a. Allie Wellhausen
        - b. Phil Tornholm
        - c. Marcy Crain
        - d. Joy Nordyke
      - iii. Others/Public:
        3. None

**B. Agenda Approval**

- a. *Approval of September 16th agenda*
  - i. **Beth Rarick** moved to approve the agenda, and **Alan Ascherl** seconded; Motion passed unanimously.

**C. Minutes Approval**

- a. *Approval of Minutes from August 19th 2021 meeting*
  - i. **Jim Varley** moved to approve the minutes; **Alan Ascherl** seconded; Motion passed unanimously.

**D. Budget Review**

August 31<sup>st</sup> marked 16.67% into the fiscal year (FY22). We are at an income of 2.26% and expenditures are at 21.27%, making our combined revenue less expenditures 24.92%.

- i. Library Foundation Statements: Attached to board packet.

## 5. Bill Approval

### A. *Approval of Monthly Bills*

- a. Andrew Hoppmann explained and the Trustees discussed the monthly bills. Andrew Hoppmann made the bills/invoices available for the Trustees to review.
- b. **Jim Varley** moved to approve the current bills, and **Alan Ascherl** seconded to approve those bills; Motion passed unanimously.

## 6. Public Communications/Correspondence

- A. *All meetings of the Library Board are open to anyone who may wish to observe the proceedings. Non-board members who wish to address the Board will be given the opportunity at this time.*

## 7. Board Education

- A. The board discussed Ch. 4: Hiring the Library Director – Iowa Library Trustee’s Handbook 2021

## 8. Statistical Reports

- A. Continue to see an uptick in library visits and use. September also has marked the return of our Story Hour programming and a new Tiny Tot Time program.

## 9. Librarian’s Report

- A. **Page County Librarians Meeting:** Working with Shenandoah to provide Welcome Bags to all babies born in Shenandoah, Iowa for Early Literacy and invoiced Page County for Yearly Funding
- B. **ARSL & ILA Concerefences:** Andrew will attend the ARSL conference in Reno October 20-23. Andrew and Karen Brandt Circulation Librarian are also planning to attend Iowa Library Conference in Des Moines October 6-8. Andrew will be presenting on Maker Spaces and Library of Thing Collections at ILA and Andrew was nominated to run for President for ILA.
- C. **Library Re-Carpeting:** Completed!
- D. **Libraries Transforming Communities Grant:** Andrew is working on submitting a grant for \$3000 to ALA to better understand the needs of the aging population and provide better service to our seniors in the community.
- E. **Other:** Steak Tasting Program August 30<sup>th</sup> with J Bruners had 40 people – Adult Game Night 17<sup>th</sup> – eGaming 20<sup>th</sup> – Spice Club September 27<sup>th</sup> local herb foraging – book club 28<sup>th</sup> – create and share program September 20<sup>th</sup> buttons

## 10. Committee Reports

## 11. Unfinished Business

- A. **Review Long Range Plan & Update:** Minor updates to the status of a number of the tasks and the board discussed extending the plan until 2022 due to COVID.
- a. **Alan Ascherl** moved to approve the Long Range Plan review and extend the date through 2022 as presented; **Jim Varley** seconded. Motion passed unanimously.

## 12. New Business

- A. **Library Service Regarding COVID:** The library is generally operating without any restrictions; however, masks and social distancing are still encouraged. The board discussed various options and decided to make no changes, but keep this item placed on the next agenda should the situation call for changes.
- B. **Review Unattended Children Policy:** No Changes, policy continues to mirror the policy of the Lied Center.

- a. **Beth Rarick** moved to approve the **Unattended Children Policy** as presented; **Jim Varley** seconded. Motion passed unanimously.
- C. **Adjust Date for October Board Meeting:** Andrew will be attending the ARSL Conference on October 21st the scheduled date for the October board meeting. Although Andrew can attend remotely the time difference may be difficult. The board discussed dates and time that may work.
  - a. **Paul Jones** moved to adjust the October board meeting to **Thursday October 28th at 5:30 pm**  
**Tara Keller** seconded. Motion passed unanimously.

**14. Adjourn**

- A. **Beth Rarick** requested to adjourn the meeting with there being no further business.
- B. Meeting adjourned at **6:01 PM**
- C. Next meeting is **October 28th** at 5:30 p.m.

Attest: Alban Wellhausen  
(date)

President: Phil Tolson  
(date)