

**Lied Public Library**  
Clarinda, Iowa  
Public Library Board of Trustees  
**Minutes for Thursday, January 18, 2023**  
**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**

- a. Called to order by President, **Beth Rarick**
- b. Attendance
  - i. Present:
    - 1. Board Trustee Members:
      - a. **Alan Ascherl**
      - b. **Beth Rarick**
      - c. **Marcy Crain**
      - d. **Tara Keller**
      - e. **Allie Wellhausen (via phone)**
      - f. **Andrew Hoppmann (Library Director)**
  - ii. Absent:
    - 1. Board Trustee Members:
      - a. **Paul Jones**
      - b. **Bill Richardson**
      - c. **Jim Varley**
      - d. **Joy Nordyke**
  - iii. Others/Public:
    - 1. N/A

**B. Agenda Approval**

- a. *Approval of the January 18th agenda*
  - i. **Alan Ascherl** moved to approve the agenda, and **Marcy Crain** seconded; Motion passed unanimously by roll call vote.

**C. Library Board Minutes Approval**

- a. *Approval of Minutes from December 21st meeting*
  - i. **Tara Keller** moved to approve the minutes; **Marcy Crain** seconded; Motion passed unanimously by roll call vote.

**D. Budget Review**

- a. The end of December marked 50% into the fiscal year (FY24). The library had an income of 79.43% and expenditures at 45.62% making its combined revenue less expenditures 37.55%.
  - i. **Library Foundation Statements:** included is a copy of financial statements.

**E. Bill Approval**

- a. *Approval of Monthly Bills*
  - i. Andrew Hoppmann explained and the Trustees discussed the monthly bills. Andrew Hoppmann made the bills/invoices available for the Trustees to review.
    - 1. **Alan Ascherl** moved to approve the monthly bills, **Tara Keller** seconded. Motion passed unanimously by roll call vote.

## F. 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.
  - i. Suggestion Box Comments: none

## G. Board Education

- a. Andrew Hoppmann summarized the Iowa Legislative Priorities for 2024. The broad topics include: access to all, autonomy, education, economic development and intellectual freedom. These topics match our local priorities, as well.

## H. Statistical Reports

- a. Spreadsheet was shared with trustees regarding library use.

## I. Librarian's Report

- a. **Page County Librarians Meeting:** Plan to meet in Clarinda on the 11th and talk about presenting the annual report to the Page County Supervisors. Bobbi and Andrew also visited Creston Iowa Library with a new Assistant Director and New Children's/Director and a tour of their library.
- b. **Red Oak Trustee Training:** The Red Oak Public Library will be hosting a SW Iowa Trustee training workshop sometime on January 22nd at 6pm.
- c. **Snow Days and Closings:** We closed at 5PM on January 8th and were closed all day on January 9th.
- d. **Bossingham Donation:** The Library received a \$1000 gift from the Bossingham Foundation.
- e. **Community Planning:** The group held its first planning meeting via Zoom on January 9th.

## J. Committee Reports

- a. none

## K. Unfinished Business

- a. none

## L. New Business

- a. **Policy Review Library Hours, Holiday Closings, Inclement Weather**
  - i. **Tara Keller** made a motion to approve the policy as noted, and **Marcy Crain** seconded. Motion passed unanimously by roll call vote.
  - b. **Approve FY25 Budget Request**
    - i. Andrew's Priorities & Notes: We have reduced the Health Insurance line as we are only paying for one FT insurance plan at this time. It can be added back if needed. The city is budgeting the following wage increases of 4% salaried, \$1.00/hour full-time, and \$0.50/hour for part-time. Then we are budgeting a 3% increase in materials. We are also reducing our Capital projects as the sidewalk/parking lot repair should be completed this Spring.
      - 1. Looking forward Andrew would like to try to budget for another FT, making 3.
      - 2. Budget for updating and ongoing maintenance cost for a new website—city is working on this
      - 3. Reduce the number of hot spots from 12 to 10, switch our meeting room software, and reduced internet cost
      - 4. Increase starting wages across the board
      - 5. Utilities continue to rise to that will likely need to be boosted soon
      - 6. Library Foundation may pick up \$25,000 in projects for next year.
    - ii. **Alan Ascherl** made a motion to approve the FY25 budget, and **Marcy Crain** seconded. Motion passed unanimously by roll call vote.

c. *Approve 2023 Annual Report to City*

i. **Tara Keller** made a motion to approve the annual report, and **Alan Ascherl** seconded. Motion passed unanimously by roll call vote.

d. *Elect Board Officers*

i. **Marcy Crain** moved to elect Beth as President, Alan as Vice-President and Allie as Secretary, and **Tara Keller** seconded. Motion passed unanimously by roll call vote.

**M. Adjourn**

a. **Alan Ascherl** requested to end the meeting with no further business.

b. **Beth Rarick** declared the meeting adjourned with no further business.

c. Meeting adjourned at **6:02 p.m.**

d. Next meeting is **February 15th at 5:30 p.m.**

Attest: \_\_\_\_\_  
(date)

President: \_\_\_\_\_  
(date)