

Lied Public Library
Clarinda, Iowa
Public Library Board of Trustees
Minutes for Thursday, October 17th, 2019

Lied Public Library's Mission:

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

1. Meeting started at 5:30pm. in the multi-purpose room at the Lied Public Library.
 - A. Called to order by President Ruth Falk.
 - B. Ruth Falk requested Andrew Hoppmann take the minutes.
 - C. Attendance
 - i. Present:
 1. Board Trustee Members:
 - a. Ruth Falk (President)
 - b. Beth Rarick
 - c. Paul Jones
 - d. Phil Tornholm
 - e. Alan Ascherl
 - f. Andrew Hoppmann (Library Director)
 2. *Public*
 - a. *None*
 - ii. Absent
 1. Board Trustee Members
 - a. Evelyn Rank
 - b. Robert Briggs
 - c. Joy Nordyke
 - d. Allison Wellhausen
2. **Welcome New Trustee**
 - A. The library board welcomed and visited with Alan Ascherl, appointed to a rural seat.
3. **Agenda Approval**
 - A. *Approval of October 17th agenda*
 - i. Beth Rarick moved to approve the agenda, and Paul Jones seconded; Motion passed unanimously.
4. **Minutes Approval**
 - A. *Approval of Minutes from September 12th, 2019 meeting*
 - i. Minutes were presented for approval.
 1. Paul Jones moved to approve the minutes; Beth Rarick seconded; Motion passed unanimously.
5. **Budget Review**
 - A. At the end of September the library is 25% into fiscal year (FY) 20. There was an error at City Hall so income for August is higher than it should be, as the library received a

\$4,3334.72 deposit which was meant for the Lied Center, this was corrected in September which is why there is a payment of \$3,881.56 from Copies and Fines line item.

B. Library Foundation statements: included.

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. Phil Tornholm moved to approve the bills, and Paul Jones seconded to approve Monthly 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.*

B. A questions was raised about the use of the library by those convicted of sex offenses. Director Hoppmann explained the policy and talked about Iowa Code 692A.

7. Statistical Reports

A. Overall circulation was up 7% compared to this time last year.

6. Librarian's Report

- A. ***Page County Librarians Meeting:*** no meeting but Director Hoppmann shared a brochure the libraries are working on to promote our services together.
- B. ***ILA Conference:*** Staff attended a lot of great sessions and visited with a few vendors. Director Hoppmann had 60 people attend the session he co-led on Gaming and V.R., staff are looking to into a few new programs and services/equipment. Pop-up libraries around town, a Colribi Book Covering System, Button maker as well as Niche Academy and History map databases.
- C. ***Memory Kits:*** Karen Brandt has been working to put together memory kits which can be checked out from the library. Andrew has included an informative brochure. Karen will be visiting with area nursing homes and working to visit with Page County Public Health and area hospitals. Library will also be hosting a program with the American Alzheimer's Association in early November.
- D. ***Iowa Interactive:*** Andrew is working with Iowa Interactive to get the library set up with them in order to allow the library to accept credit/debit cards. This is the same company/process that City Hall uses. There is a fee which is passed on to the patron/customer.
- E. ***Professional bite-sized Book Club:*** Andrew has been working with the school system to offer a 'professional book club' this club will read a few chapters every two weeks then meet for 30 minutes to discuss until they've read and discussed the complete book. You'll have your choice of discussion times that works best for you, a group will meet in the morning and again over lunch. Each book will focus on various leadership skills and community development that will spark inspiration, discussion and discovery.

F. **IAShares:** The State Library of Iowa will be started a statewide courier delivery of library materials at no cost to libraries. This will aid with the delivery of library materials across the state. Our pick-up/drop off time is Friday afternoons. Once the service is established, Andrew may suggest we do away with charging an ILL (interlibrary loan) fee.

G. **Other:** Family STEM Night 10-19-19 6:30-7:30 p --- 10-26-19 Annual Ghost Walk and Library Program --- Trivia Night was a success with 13 teams --- I visited with Kristin Smith from IWCC about possible partnerships ---Medial Museum Exhibit in November --- Pickleball Classes at the Lied Center with the Library also in November

7. **Committee Reports: Staff Appreciation Event Report:** Beth Rarick reported on the staff appreciation event held at the library and suggested ideas for next time which included including the public in some way.

8. **Unfinished Business:**

8. **New Business**

A. **Policy Review:** Food & Beverage Policy:

i. Alan Ascherl made a motion to approve the policy as written and Beth Rarick seconded. Motion passed unanimously.

9. **Adjourn**

A. Next meeting is November 21st @ 5:30 p.m.

B. Phil Tornholm moved to adjourn the meeting and Paul Jones seconded. Motion passed unanimously.

i. Meeting adjourned at 6:36 p.m.

Attest: Phil Tornholm 11-21-19 (date) President: Paul Jones 11/21/19 (date)

