

Lied Public Library
Clarinda, Iowa
Public Library Board of Trustees
Minutes for Thursday, July 21st, 2022
5:30 pm

Lied Public Library's Mission:

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

A. Meeting started at 5:32PM at the Lied Public Library

- a. Called to order by President **Phil Tornholm**
- b. Attendance
 - i. Present:
 1. Board Trustee Members:
 - a. Paul Jones
 - b. Tara Keller
 - c. Phil Tornholm
 - d. Alan Ascherl
 - e. Beth Rarick
 - f. Allie Wellhausen
 - g. Andrew Hoppmann (Library Director)
 - ii. Absent:
 2. Board Trustee Members
 - a. Jim Varley
 - b. Marcy Crain
 - c. Joy Nordyke
 - iii. Others/Public:
 3. None

B. Agenda Approval

- a. *Approval of July 21st agenda*
 - i. **Beth Rarick** moved to approve the agenda, and **Tara Keller** seconded; Motion passed unanimously.

C. Minutes Approval

- a. *Approval of Minutes from June 16th meeting*
 - i. **Alan Ascherl** moved to approve the minutes; **Paul Jones** seconded; Motion passed unanimously.

D. Budget Review

- a. The end of June marked 100% into the fiscal year (FY22). The library had an income of 99.91% and expenditures were at 99.89% making its combined revenue less expenditures 99.89%. We did have a budget amendment in May, which is why some of the percentages change if you compared to previous months.
 - i. **Weekly Deposit Report:** You can see that the majority of our income is from public printing (copy machine and public computers).
 - ii. **FY23 Budget Report:** July 1st marked the start of FY23 and that information is included.
 - iii. **Library Foundation Statements:** Attached, unless not yet received in the mail.

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. **Allie Wellhausen** moved to approve the monthly bills, **Alan Ascherl** seconded. Motion passed unanimously.

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: **Tara Keller** said she has been hearing good things about the summer programs. **Alan Ascherl** said he enjoyed the program presented by Dr. Richardson and there were many people in attendance.

G. Board Education

- a. Chapter 13 - Library Law and Legal Matters

H. Statistical Reports

- a. June saw the highest visitor count since COVID.

I. Librarian's Report

- a. **Page County Librarians Meeting:** No meeting held, we'll be meeting with the Page BOS in early August.
- b. **Outdoor Planters and Plants:** Andrew has visited with a Landscape designer from Red Oak to develop a plan for the planters of the library. The Library Foundation has indicated a willingness to fund this.
- c. **Library Staffing:** Some of the Pages will be going to college the library is advertising for two library pages.
- d. **Director Time Off:** Andrew will be taking the following time off - July 22-24 and August 19-22.
- e. **Open Access and Direct State Aid Reports Filed:** Open Access is the State-wide program that provides funding with residents of other communities with libraries to check out items from our library. For FY22 total checkouts were 9,456 with the largest communities being New Market and Bedford. We received \$2,289.61 in direct state aid which went towards additional books and materials.
- f. **Lied Center Family Pass:** The library will soon offer a Family Pass to the Lied Center which can be checked out for 1-week. This pass is being donated by the Lied Center.

J. Committee Reports

K. Unfinished Business

- a. No unfinished business at this time.

L. New Business

- a. **Long Range Plan:** A copy of our current long-range plan with updates was provided. We are nearing the end of this planning cycle and will need to go through the strategic planning process again..
- i. **Alan Ascherl** moved to continue evaluating the current plan while thinking about the new plan; **Paul Jones** seconded. Motion passed unanimously.

M. Adjourn

- a. **Phil Tornholm** requested to adjourn the meeting with there being no further business.
- i. **Tara Keller** made a motion to adjourn the meeting, and **Beth Rarick** seconded. Motion passed unanimously.
- b. Meeting adjourned at **6:17 PM**
- c. Next meeting is **August 18th at 5:30 p.m.**

Attest: Allie Wellhausen 8/18/22
(date)

President: Phil Tornholm 8-18-22
(date)