

**Lied Public Library**  
Clarinda, Iowa  
Public Library Board of Trustees  
**Minutes for Thursday, April 19<sup>th</sup>, 2018**

**Lied Public Library's Mission:**

*The Clarinda community will have access to innovative library services delivered in an efficient and effective manner that will:*

- *Foster young readers through early literacy*
- *Provide access to current digital resources*
- *Provide a comfortable and welcoming space*

**1. Meeting started at 5:30 p.m. in the multi-purpose room at the Lied Public Library.**

**A. Called to order by President Ruth Falk.**

**B. Attendance**

**i. Present:**

**1. Board Trustee Members:**

- a. Robert Briggs**
- b. Ruth Falk**
- c. Beth Rarick**
- d. Tasha Cole**
- e. Pam Herzberg**
- f. Phil Tornholm**
- g. Allison Wellhausen**
- h. Andrew Hoppmann (Library Director)**

**2. Public**

**ii. Absent**

**1. Board Trustee Members**

- a. Evelyn Rank**
- b. Paul Jones**

**2. Agenda**

**A. Pam Herzberg made a motion to approve the agenda. Phil Tornholm seconded; Motion passed unanimously.**

**3. Minutes Approval**

**A. Approval of Minutes from March 15th, 2018 meeting**

**i. Minutes were presented for approval.**

**1. Robert Briggs moved to approve the minutes with corrections, Beth Rarick and seconded; Motion passed unanimously.**

**4. Budget Review**

**A. Currently, we are 75% into FY18. Income is at 83.22% and Expenditures are at 70.89% making revenue less expenditures at 68.49%.**

**i. Library Foundation statements were included in the 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. Phil Tornholm moved to approve the bills, and Pam Herzberg 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.*

- i. We did have coverage of events in the newspaper as well as Andrew has been on the radio.
- ii.

## 7. Board Education

A. The Board discussed the article that was included in the board packet entitled, "Orange City Library Pressured to Label, Segregate LGBTQ Material," from Library Journal. Andrew did say that the library has a Statement of Concern and Controversial Materials Policy.

## 8. Statistical Reports

A. March saw an increase in visits and circulation over February.

## 9. Librarian's Report

- A. *Hoopla Start Date* – We hope to start the service within the next few weeks.
- B. *From Awareness to Funding Report* – Andrew shared some not so comforting statistics from this report, complete report can be found here <https://tinyurl.com/y84nvpqe>
- C. *STEM Grant Award to Library-* STEM in ACTION is a supplemental, module-based curriculum that harnesses the power of hands-on learning to inspire curiosity and nurture critical thinking and problem solving. Easy-to-implement modules integrate science, math, literacy, and engineering skills into real-world problems.
- D. *Andrew teaching PLM2 (Public Library Management)* – Andrew started teaching PLM2 again this spring. It will be a 6-week long course.
- E. *Other*—Over 100 people at Trivia—Pharmacy Chat on April 19<sup>th</sup>--Outdoor Concert 21<sup>st</sup> --- POW Program on April 24<sup>th</sup> @ 6:30pm—ILA Spring Symposium in Atlantic April 26<sup>th</sup> and 27<sup>th</sup> Andrew co-chairs this event Andrew and 2 other staff will attend on the 26<sup>th</sup>—Andrew is presenting a session on the 27<sup>th</sup>.

## 10. Committee Reports

- A. Library Foundation—met on 4-16-18
- B. Policy Committee sent copies of Policy to Review

## 11. Old Business

## 12. New Business

- A. *Bulletin Board & Poster Policy Review*

- a. Beth Rarick moved to approve the bulletin board and poster policy as reviewed, and Robert Briggs seconded; Motion passed unanimously.

**B. Grant Request**

- i. Clarinda Foundation: Virtual Reality Kit and Children's Interactive Table. Total project about \$5,000, requesting \$4,000 from Foundation and \$1,000 from our Computer Budget. Andrew is still working on final prices. The library would get a mobile Virtual Reality (VR) setup that would allow the library to introduce the community to this new, popular and trending technology. It would be "mobile" which means it could be taken outside of the library to use/demonstration (think schools, nursing homes, civic groups). The children's interactive table...think large iPad that multiple children/families can use at one time.
- ii. Alliant Energy Hometown Safety: Help the library in getting an automated external defibrillator (AED). This grant would match 50% of the cost. Andrew will visit with first responders, such as Keith and Roger about type, use and training.
  - a. Robert Briggs moved to approve that Andrew pursue the grant requests; and Tasha Cole seconded. Motion passed unanimously.

13. Next meeting is May 17<sup>th</sup> at 5:30 p.m.

A. Phil Tornholm moved to adjourn the meeting; and Tasha Cole seconded. Motion passed unanimously.

i. Meeting adjourned at 6:33p.m.

Attest: Alison Wellhausen <sup>5/17/18</sup> (date) President: Ruth E Folk <sup>5/17/18</sup> (date)