

Lied Public Library
Clarinda, Iowa
Public Library Board of Trustees
Minutes for Thursday, November 21, 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. Evelyn Rank
 - g. Robert Briggs
 - h. Joy Nordyke
 - i. Andrew Hoppmann (Library Director)
 2. *Public*
 - a. *None*
 - ii. Absent
 1. Board Trustee Members
 - a. Allison Wellhausen
2. **Agenda Approval**
 - A. *Approval of November 21st agenda*
 - i. Evelyn Rank moved to approve the agenda, and Joy Nordyke seconded; Motion passed unanimously.
3. **Minutes Approval**
 - A. *Approval of Minutes from October 17th, 2019 meeting*
 - i. Minutes were presented for approval.
 1. Paul Jones moved to approve the minutes; Alan Ascherl seconded; Motion passed unanimously.
4. **Budget Review**
 - A. At the end of October the library is 29.97% into fiscal year (FY) 20. Andrew noted that we did receive our County Funding and a large amount of the library levy.
 - B. **Library Foundation statements:** included.
5. **Bill Approval**
 - A. *Approval of Monthly Bills*

- a. Evelyn Rank and Paul Jones reviewed all bills prior to the start of the board meeting.
- b. Andrew Hoppmann explained and the Trustees discussed the monthly bills. Andrew Hoppmann made the bills/invoices available for the Trustees to review.
 - i. The board discussed newspaper subscriptions.
- c. Robert Briggs moved to approve the bills, and Evelyn Rank 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. Positive comments were shared about the Pickleball Program and Grant Program.

7. Statistical Reports

5. Librarian's Report

- A. Page County Librarians Meeting:** Met in Coin on 11-14-19, will be presenting annual report to supervisors in next few weeks, Andrew will let board know date once that is confirmed.
- B. Iowa Interactive:** IS up and running, is library's system to accept Credit Card payments.
- C. Page County Community Foundation:** Library was selected to receive \$2,048 for items of permanence. A check presentation was held on Nov. 21st at 12 pm at Jay's Pizza.
- D. FY2021 Budget:** Andrew has just started to work on the budget for next year and will be working with City Manager McClarnon and the Budget Committee in the next few weeks.
- E. Erate Process:** Andrew completed the first stage of the Erate process for next year, this is the Federal Program which helps pay for internet to the library, currently the library receive \$350 a month from this program.
- F. Other:** Family STEM Night had about 25 people come to the library on a Saturday night --- Ghost Walk had over 600 children, the library handed our bubbles the Omaha Children Museum gave a program after inside the Lied Center Gym --- Andrew attended Healthy Cardinal Health Fair at the Clarinda Middle School Oct. 29th --- Had 10 people in Facebook Ads Class --- Andrew spoke on KMA about Brain fuse/homework help on Nov. 5th --- Pickleball has been popular --- Alzheimer's Program has 15 people - people stayed an extra hour asking questions -- presenter and attendees were impressed with Memory Kits --- Grant Program Tuesday Nov. 19th @ 6:30 pm --- History of Medicine Friday 22 and Saturday 23 --- Andrew OFF noted upcoming time off, Library Closed 28th & 29th --- Holiday Crafting with Paper Cricut Dec. 5th 1-3pm --- Cook the Book Cookie Edition and Exchange Dec. 10th 5:30 pm -- Learn About Google Ads 12-16-19 1pm --- Holiday Concert with Trinity Bell Choir and Bethesda Recorders 12-18-19 6pm.

6. Committee Reports: none

7. Joy Nordyke left the meeting at 6 pm.

8. Unfinished Business: none

8. New Business

A. Policy Review: Behavior Policy:

i. Robert Briggs made a motion to approve the policy as written and Phil Tornholm seconded. Motion passed unanimously.

B. Policy Review: Faxing Policy:

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

C. 2020 Holiday Dates & Closings:

i. 1-1-2020, 1-16-2020 *Staff Inservice*, 5-25-2020, 7-3-2020, 7-4-2020, 9-7-2020, 11-26-2020, 11-27-2020, 12-24-2020, 12-25-2020.

1. Phil Tornholm moved to adjourn the meeting and Beth Rarick seconded. Motion passed unanimously.

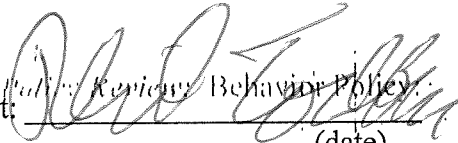
9. Adjourn

A. Next meeting is December 19th @ 5:30 p.m.

B. Phil Tornholm moved to adjourn the meeting and Beth Rarick seconded. Motion passed unanimously.


i. Meeting adjourned at 6:16 p.m.

Attest:



(date)

President:

 12/19/19

(date)

11-26-2020, 11-27-2020, 12-24-2020, 12-25-2020.