

Lied Public Library
Clarinda, Iowa
Public Library Board of Trustees
Minutes for Thursday, December 21st, 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. **Beth Rarick**, requested **Andrew Hoppmann** take the minutes in **Allie Wilhausen's** absence.
- c. Attendance
 - i. Present:
 1. Board Trustee Members:
 - a. **Bill Richardson**
 - b. **Beth Rarick**
 - c. **Jim Varley**
 - d. **Marcy Crain**
 - e. **Joy Nordyke**
 - f. **Tara Keller**
 - g. **Andrew Hoppmann (Library Director)**
 - ii. Absent:
 1. Board Trustee Members:
 - a. **Paul Jones**
 - b. **Alan Ascherl**
 - c. **Allie Wellhausen**
 - iii. Others/Public:
 1. N/A

B. Agenda Approval

- a. *Approval of the December 21st agenda*
 - i. **Jim Varley** moved to approve the agenda, and **Tara Keller** seconded; Motion passed unanimously.

C. Library Board Minutes Approval

- a. *Approval of Minutes from November 16th meeting*
 - i. **Jim Varley** moved to approve the minutes; **Marcy Crain** seconded; Motion passed unanimously.

D. Budget Review

- a. The end of November marked 41.67% into the fiscal year (FY24). The library had an income of 76.78% and expenditures at 39.13% making its combined revenue less expenditures 30.29%. Library did replace a number of computers this past month as well and the server update project is complete, but the library has not been fully billed yet. That amount will come from our Capital equipment line item.
 - i. **Library Foundation Statements:** included is a copy of financial statements.
 - ii. **Open Access Funding:** Library did receive Open Access reimbursement from the State Library. This year the library received \$3,788.68 for this program or \$0.36/checkout. We receive these funds when a person from outside of Rural Page County and the City of Clarinda checkout items, the majority of these are New Market, Bedford and Villisca patrons.

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.** **Tara Keller** moved to approve the monthly bills, **Jim Varley** 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: none
 - ii.** Andrew Hoppmann shared that he and the library staff were very thankful for the holiday staff event.

G. Board Education

- a.** None. Board has completed the State Library's YouTube series.

H. Statistical Reports

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

I. Librarian's Report

- a. **Page County Librarians Meeting:**** Met in Shenandoah on Monday the 11th for the Legislative Visit. Rep Wood, Rep Moore, and Sen. Shipley were there along with Trustees Bill and Jim and Charlie, Connie Richardson and Dave and Nancy Koch. We also had about 40 others with us.
- b. **Red Oak Trustee Training:**** The Red Oak Public Library will be hosting a SW Iowa Trustee training workshop sometime on January 22nd
- c. **FY25 Budget Work Started:**** Andrew has started to put together budget numbers and included some of that information.
- d. **Giving Tuesday:**** Almost \$30,000 was raised for the Library Foundation through Giving Tuesday.
- e. **State Library of Iowa Tier Level and Expiration:**** The Lied Public Library is fully accredited at the highest level tier 3 until June 30 2026.
- f. **Photo Printing Kiosk:**** The Kiosk is up and running! We did get one machine at \$1300, then there were about \$1000 in transfer/warranty and supply costs.
- g. **Community Planning:**** The City Council voted to approve funding the community planning and visioning process of which we have committed \$1500 from the project's funds as well. More information along with your involvement will be encouraged in the future!
- h. **Other:**** The library received a gift from the Charles Hockenberry Foundation in Shenandoah for \$1,250.00. Andrew also noted some days that he will be off.

J. Committee Reports

- a.** none

K. Unfinished Business

- a.** none

L. New Business

a. *Policy Public Viewing Station*

- i.** **Tara Keller** made a motion to approve the policy as reviewed, and **Jim Varley** seconded. Motion passed unanimously.

M. Adjourn

- a. **Jim Varley** requested to end the meeting with no further business.
- b. **Beth Rarick** declared the meeting adjourned with no further business.
- c. Meeting adjourned at **5:54 p.m.**
- d. Next meeting is **January 18th at 5:30 p.m.**

Attest: Marcy Crain 1-18-24
(date)

President: Beth A Rarick
(date)
1-18-24