

Lied Public Library
Clarinda, Iowa
Public Library Board of Trustees
Minutes for Thursday, July 18th, 2019
5:30 pm

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 PM. 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 in Allison Wellhausen's absence.
 - C. Attendance
 - i. Present:
 1. Board Trustee Members:
 - a. Ruth Falk (President)
 - b. Paul Jones
 - c. Phil Tornholm
 - d. Robert Briggs
 - e. Evelyn Rank
 - f. Joy Nordyke (arrived at 5:31 PM).
 - g. Andrew Hoppmann (Library Director)
 2. *Public*
 - a. *none*
 - ii. Absent
 1. Board Trustee Members
 - a. Beth Rarick
 - b. Allison Wellhausen
 - c. Open Rural Seat
2. **Agenda Approval**
 - A. *Approval of July 18th agenda*
 - i. Evelyn Rank moved to approve the agenda, and Robert Briggs seconded; Motion passed unanimously.
3. **Minutes Approval**
 - A. *Approval of Minutes from June 20th, 2019 meeting*
 - i. Minutes were presented for approval.
 1. Paul Jones moved to approve the minutes; Robert Briggs seconded; Motion passed unanimously.

4. Budget Review

- A. Director Hoppmann provided information on the end of the fiscal year (FY19). The library ended the FY at 97.89% of our budget.
- B. **End of FY19 Income Report:** Hoppmann also provided a detailing of library income for the past FY, most income comes from fines/fees and printing/copying.
- C. **FY20 Budget:** Hoppmann also provided information as to this year's budget.
- D. **Library Foundation statements:** included is a copy of the bank statements.

5. 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. Paul Jones moved to approve the bills, and Joy Nordyke seconded to approve; Motion passed unanimously.

5. 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.*

6. Board Education

- A. Board's Relationship with Library Staff, Chapter 14 of the Iowa Library's Trustee's Handbook, 2014.
 - i. Board reviewed and discussed this topic.

7. Statistical Reports

- A. Andrew Hoppmann provided the Trustees with a statistical spreadsheet. Overall circulation was up 8% mainly due to increase usage of digital items like Hoopla.

8. Librarian's Report

- A. **Page County Librarians Meeting:** Met in Coin 7-11-19
- B. **Trustee Training Event:** Looking at holding a training event Thursday August 22nd at 6 PM on advocacy here at the library, Hoppmann is awaiting confirmation from the speakers.
- C. **Phone System:** FMTC will be installing the new phones within the next 1-2 weeks.
- D. **Clarinda Foundation Grant:** The library has been awarded the grant for STEM Kits.
- E. **Other:** Library Foundation Member Dale McAllister passed away – Starting reviewing applications for two new library pages as two will be leaving for college soon – Time Burners Concert is Saturday 20th at 2 PM – Coding CAMP will be last week in July along with Raising School Ready Readers on Mondays – Andrew OFF July 26th – Friends of the Library Book Sale August 15th – 17th.

9. Committee Reports

- A. *none*

10. Old Business

A. *none*

11. New Business

A. **Approve Long Range Plan and Goals:** Director Hoppmann provided the trustees with a new Long Range Plan and mission which has been developed over the past 6 months which included a community analysis, survey and community focus group. New mission of the library will be **To enrich the community through access to library services and cultural opportunities.** This will be achieved by focusing on 3 tactics: Create and Develop a library of things, What's Your Next Skill, Expanding One's Social Circle and marketing. The board will be given updates throughout the year and will reexamine/update tactics next year.

i. Paul Jones moved to approve the Long Range Plan and Goals, and Evelyn Rank seconded to approve; Motion passed unanimously.

12. Joy Nordyke Introduction

i. New Trustee Joy Nordyke was welcomed to the board and trustees introduced themselves to her.


11. Adjourn

A. Next meeting is August 15th at 5:30 p.m.

B. Phil Tornholm moved to adjourn the meeting and Joy Nordyke seconded. Motion passed unanimously.

a. Meeting adjourned at 6:13 p.m.

Attest: 
(date)

President:  8/15/19
(date)