

**Lied Public Library**  
Clarinda, Iowa  
Public Library Board of Trustees  
Minutes for Thursday, November 18, 2021  
5:30 pm

**Lied Public Library's Mission:**

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

**A. Meeting started at 5:43 PM at the Lied Public Library and via Zoom.**

- a. Board members took COVID-19 precautions by social distancing.
- b. Called to order by President **Phil Tornholm**
- c. **Phil Tornholm** requested **Andrew Hoppmann** to take the minutes in **Allie Wellhausen's** absence.
- d. Attendance
  - i. Present:
    1. Board Trustee Members:
      - a. Phil Tornholm (President)
      - b. Beth Rarick
      - c. Alan Ascherl
      - d. Paul Jones
      - e. Jim Varley
      - f. Marcy Crain
      - g. Andrew Hoppmann (Library Director)
  - ii. Absent:
    2. Board Trustee Members
      - a. Joy Nordyke
      - b. Tara Keller
      - c. Allie Wellhausen
  - iii. Others/Public:
    3. None

**B. Agenda Approval**

- a. *Approval of November 18 2021 agenda*
  - i. **Jim Varley** moved to approve the agenda, and **Alan Ascherl** seconded; Motion passed unanimously.

**C. Minutes Approval**

- a. *Approval of Minutes from October 28th 2021 meeting*
  - i. **Beth Rarick** moved to approve the minutes; **Marcy Crain** seconded; Motion passed unanimously.

**D. Budget Review**

October 31st marked 33.33% into the fiscal year (FY22). We are at an income of 59.25% and expenditures are at 43.63% making our combined revenue less expenditures 40.83%. The completion of the carpet project skews the total higher at this time.

## 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. Director Hoppmann discussed the large bill for **BlackStone Audio** (\$2,273.66) as it was tabled at the last meeting. Blackstone has provided a number of free audiobooks and marketing materials to the library as an apology for the inconvenience.
  - i. **Alan Ascherl** moved to approve the monthly bills, **Jim Varley** seconded. 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.*  
**Suggestion Box Comments:** none

## 7. Board Education

- A. Ch. 6: Developing and Adopting Policies- *Iowa Library Trustee's Handbook 2021*

## 8. Statistical Reports

- A. Nothing of note to report.

## 9. Librarian's Report

- A. **Page County Librarians Meeting:** Met in Stanton and toured the Stanton Public Library and met their new librarian Shelly Anderson, who worked many years at the IWCC Library in Clarinda. Starting to prep materials for the annual report to the Page County Supervisors.
- B. **FY23 Budget Workshop:**
- C. **Library Lied Center Marketing:** We are working on some shared marketing ideas to increase engagement and awareness of library/ried center events.
- D. **Libraries Transforming Communities Grant:** Library was awarded a \$3000 grant to have community discussions on our senior population and find ways to engage with them.
- E. **ILA President:** I was not elected to ILA Vice President/ President Elect, but will still be involved in a number of ILA committees.

## 10. Committee Reports

- A. **Budget Committee:** Met 11/18/2021 at 5pm (prior to the board meeting) to begin discussing the FY23 budget.

## 11. Unfinished Business

- A. None

## 12. New Business

- A. **Library Service Regarding COVID:** This item will appear on the agenda as the COVID situation changes. (No suggestions/changes are made this time)
  - a. No action was taken.
- B. **Approve 2022 Holiday Dates**
  - a. Saturday, January, 1, 2022 (New Year's Day)

