

Lied Public Library
Clarinda, Iowa
Public Library Board of Trustees
Minutes for Thursday, July 20, 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 Trustee **Jim Varley**
- b. Attendance
 - i. Present:
 - 1. Board Trustee Members:
 - a. **Paul Jones**
 - b. **Marcy Crain**
 - c. **Jim Varley**
 - d. **Joy Nordyke** (via Zoom)
 - e. **Beth Rarick** (via Zoom)
 - f. **Bill Richardson**
 - g. **Allie Wellhausen**
 - h. **Andrew Hoppmann** (Library Director)
 - ii. Absent:
 - 2. Board Trustee Members
 - a. **Tara Keller**
 - b. **Alan Ascherl**
 - iii. Others/Public:
 - 3.
 - a. **Police Chief, Keith Brothers**
 - b. **Mayor, Craig Hill**
 - c. **Marilyn Bayless**

B. Agenda Approval

- a. *Approval of the July 20th agenda*
 - i. **Allie Wellhausen** moved to approve the agenda, and **Marcy Crain** seconded; Motion passed unanimously via roll call vote.

C. Recognize Trustee Bill Richardson's First Board Meeting

- a. The board welcomes Bill as well as expresses their gratitude for his willingness to serve on the Library Board.

D. Library Board Minutes Approval

- a. *Approval of Minutes from June 15th meeting*
 - i. **Paul Jones** moved to approve the minutes with one correction; **Marcy Crain** seconded; Motion passed unanimously via roll call vote.

E. Budget Review

- a. The end of June marked 100% into the fiscal year (FY23). The library had an income of 102.49% and expenditures at 99.10% making its combined revenue less expenditures 98.167%. When you factor out (benefits which are paid from another fund) we ended up \$2,601.75 under budget.
- b. **Library Foundation Statements:** included in packet.

F. 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 monthly bills, **Marcy Crain** seconded. Motion passed unanimously via roll call vote.

G. 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: Can you please consider bringing back Adult Coloring please? Thank you for taking this into consideration.
 1. Response: Thanks for the suggestion, although we have no plans to bring this program back at this time. We will keep it in mind moving forward. In the meantime, we do have coloring sheets and supplies on our crafting cart which can be accessed anytime.

H. Board Education: YouTube Video Series <https://www.statelibraryofiowa.gov/index.php/libraries/training-consulting/boards/new-board-member>

Part 3 "Approving and Monitoring the Budget (6:45 min)

I. Statistical Reports

- a. For FY23 the library welcomed 37,356 people into the building, an increase of 14% over last year but still down compared to pre-Covid levels. Physical Circulation and Digital Circulation were up 3 and 17% respectively. We offer 462 programs with an attendance of 11, 909.

J. Librarian's Report

- a. Page County Librarians Meeting: Met in Shenandoah on July 6th.
- b. Library Foundation Landscaping Ribbon Cutting/Open House: Will take place on Thursday, August 10th at 10am.
- c. Staff Acknowledgement Event: We are planning a public event to thank our staff before they leave in early August.
- d. State Library Accreditation: Received award and copy attached.
- e. Library Openings: First review will take place on July 20th.
- f. Other:

K. Committee Reports

- a. Library Foundation Meeting: Met on Monday, July 10th developed some marking items and landscaping open house.

L. Unfinished Business

M. New Business

a. *Policy Review Long Range Plan*

- i. **Allie Wellhausen** made a motion to approve the continuation of the process of developing a plan to enter the next phase of the long range planning. This process that Andrew has been working on with the Clarinda Foundation, City of Clarinda and Clarinda Economic Development, and **Bill Richardson** seconded. Motion passed unanimously, via roll call vote.

b. *Policy Review Behavior*

- i. **Jim Varley** made a motion to modify the behavior policy stating the library grounds will be closed from 11pm-6am, no personal items may be left unattended at any time, and no sleeping will be allowed at any time. **Allie Wellhausen** seconded. Motion passed unanimously via roll call vote.

N. Adjourn

- a. **Jim Varley** requested to adjourn the meeting with there being no further business.
 - i. **Paul Jones** made a motion to adjourn the meeting, and **Marcy Crain** seconded. Motion passed unanimously.
- b. Meeting adjourned at **6:29 PM**
- c. Next meeting is **August 17th at 5:30 p.m.**

Attest: *Allison Wellhausen*
(date) *8/17/23*

President: *Bob A. Smith*
(date) *8/17/23*