

Ida Public Library
Board of Trustees Meeting
October 25, 2022 - 7:00 pm
Zoom Meeting

The October regular meeting of the Ida Public Library Board of Trustees was called to order by President Dawn Brooks at 7:10 pm. Trustees present were Daniel Arevalo, Dawn Brooks, Donna Donato, Jan Knutson, Wendy LaFauce, James Lee, Brenda Obilade, and Gayle Steltenpohl. Also present was Library Director Mindy Long.

Public Comment: Two positive public comments were received from a patron commending the work by Daisy Mechler in the Youth Department and from the mother of a special needs daughter at BHS citing the positive encounters of her daughter with the bookmobile.

Correspondence: An email was received from architect Jeff Ernest with recommendations about repairs to the Madison Street stairs. On his recommendations, Director Mindy Long is getting quotes for repairing the concrete.

Approval of Minutes: James Lee moved and Donna Donato seconded the motion to approve the minutes of the September, 2022 regular Board Meeting. The motion carried unanimously. Other approved minutes were Building and Grounds (Wendy LaFauce moved, Brenda Obilade seconded), and Personnel (Jan Knutson moved, Wendy LaFauce seconded)..

Old Business:

- Upcoming Halloween activities include downtown Trick-or-Treat event (October 26, 4-7 pm) and the I.O.U. parade (October 30). The bookmobile will be used at both events. The library will close on Monday, October 31 at 3 pm due to Trick-or-Treating in the city.
- There was a bid submitted for \$92,000 for the pergola/gazebo project. Another bid is estimated to be \$53,000. We will probably not complete this during the year.
- The amount of the levy may be reduced for the upcoming year based on a report by Boone County Treasurer Curtis Newport. Due to assessment appeals and homeowner exemptions, the final EAV rate is estimated to be less for 2023. Dawn requested that all board member be present at the next finance committee meeting where there will be presentations by Curtis Newport and Ida bookkeeper Rebeca.

Committee Reports:

- *Buildings and Grounds:* James Lee
 1. A Titan quote was received for repairing the Madison Street landing and stairs. It was \$18,000. Mindy is also getting a quote from Custom Concrete Coatings.
 2. Rain gutters were adjusted and splash pads were added to the Church.
 3. Soffits on the front and back of the new section were repainted.
 4. The electrical connection for the bookmobile heater from the light pole was installed.
 5. Janitor Ed is now working a split shift 7-10 am and 7-9 pm.

- *Expansion Committee:* Brenda Obilade volunteered to be the new chair.
- *Finance:*
The monthly report and final audit are included in the board packet for this month. Daniel Arevalo volunteered to be the new chair of finance.
- *Friends of the Library:* Jan Knutson
There will be a book sale in May. The two carts of books for sale located upstairs in the library are doing quite well.
- *Marketing Committee:* Gayle Steltenpohl
Wendy has two options for the time capsule for the February 2023 anniversary event. We will meet early in November to discuss details.
- *Nominating Committee:* Donna Donato
Denise Leonard resigned from the board in September so we need a new board member. Any suggestions should be made to Dawn or Donna. Mindy will put a notice on Facebook and post in the library.
- *Personnel:* Donna Donato
Proposed action will be discussed in closed session.
- *Policy Committee:* No report.

Librarian's Report-Director Mindy Long

- Statistics for September included 397 new patrons added for total patrons of 4579. There were 4803 checkouts and 8769 visits in September.
- Belena will move her ESL classes to Washington school and the bookmobile will be there every other week as part of their new "School Community" program.
- Program notes are included in the report as part of the board packet for October.

James Lee moved and Gayle Steltenpohl seconded to approve the librarian's report as submitted. The motion carried unanimously.

New Business:

- Mindy reported that the state per capita grant was amended. 50% of the grant was to be used for the construction of the pergola. Due to high construction costs, the project has been delayed. The money will now be used for the circulation clerk's wages.
- After some research, Mindy found that the \$15,000 Jane Newcomers funds had been received by November, 2020. They were deposited in the main account and will be counted as reserved funds.

- Harassment training will be due by the end of December. A link will be sent to all board members in November.
- Upcoming note: E-rate quotes are needed for I Fiber and NIU. Mindy will have the quotes for one and three year contracts for the next board meeting.

Donna Donato moved to go into close session to discuss personnel. Wendy LaFauce seconded. After a unanimous roll call vote, the board moved into closed session at 7:58 pm.

The board returned to open session at 8:35 pm. Daniel Arevalo moved to approve the contract changes for Director Mindy based on the recommendations from personnel committee. The motion passed unanimously with a roll call vote.

Adjournment: Daniel Arevalo moved and Wendy LaFauce seconded to adjourn the meeting. After a unanimous vote, the meeting adjourned at 8:38 pm.

The next meeting will be November 22, 2022 at 7 pm.

Gayle Steltenpohl

Secretary

Ida Public Library Board of Trustees