

**Ida Public Library**  
**Board of Trustees Meeting**  
**January 24, 2023-7:00**

The January regular meeting of the Ida Public Library Board of Trustees was called to order by President Dawn Brooks at 7:00pm. Trustees present were Daniel Arevalo, Dawn Brooks, Donna Donato, Jan Knutson, Wendy LaFauce, James Lee, Brenda Obilade, and Gayle Steltenpohl. Also present were Library Director Mindy Long, Assistant Director Belena Garza and potential Board Members Paige and Jenny.

There was no **public comment** or **correspondence**.

**Approval of Minutes:** Minutes for the December 2022 regular Board of Trustee meeting, the November 28 Marketing meeting, the December 14 Special Meeting, the January 18 Building and Grounds Meeting were approved by general consent.

**Unfinished Business:**

- One person still needs to complete the Board Harassment Training.
- The City Council has approved the \$773,503 tax levy for this year. It is a 3.75% increase over last year.

**Other Unfinished Business-**

- No Other Unfinished Business

**Committee Reports:**

- Buildings and Grounds: James Lee
  1. The bookmobile transmission was replaced and cost \$5000.
  2. There was new lighting that was put on the outside stairs.
  3. The large crack near the lobby does not need to be repaired. It will be monitored for further damage but nothing is needed at this time.
  4. We contacted Titan about the parking shelter and were given an estimate for the shelter for \$55790 plus labor. We are going to hold off on this and discuss it further at another time.
  5. There are areas on the sidewalk that need repair. The city has a 50/50 program that will help pay for their part of the sidewalk. This will be investigated and decided on later.
  6. We are going to wait until June to pursue National Registry status.
- Expansion Committee: no report

- Personnel: no report
  
- Finance: Daniel Arevalo
  1. Daniel presented the Treasury Report. There was nothing unusual to report.
  2. The library has an amended Budget of 8864.00. It was added to the budget because of a Fema Grant.
  3. Brenda Obilade moved and Daniel Arevalo seconded the motion to approve the amended budget. The motion passed unanimously with a roll call vote.

Policy Committee: No Report

- Friends of the Library: Jan Knutson
  1. The friends will have two book sales this year. They will have one sale on April 25; and another in the last week of September.
  2. The friends cannot accept any more books due to a lack of capacity. They will begin to accept books again on May 1<sup>st</sup>.
  
- Marketing Committee: Gayle Steltenpohl
  1. The 140 Anniversary of Ida will be held on March 9 from 5-7. There will be tours, refreshments, and a presentation at 6:00 pm.
  2. We are currently looking for items to put into the time capsule. We have already collected assorted items from children's drawings, photos, and documents.
  3. The Marketing Committee is working on inviting former staff and board members, and posting social media invites.
  4. Their next Marketing Committee meeting will be on February 8.
  
- Nominating Committee: Donna Donato
 

There were two potential applicants for the board position and both attended the meeting.
  
- Personnel: no report
  
- Policy Committee: no report

## **Librarian's Report-Director Mindy Long**

- Statistics for December included 78 new patrons. There were 3704 checkouts and 8171 visits in December. The bookmobile had 294 patrons and 19 renewals. The library had 308 remote users and \$9608.00 in non-resident fees.
- The Diamond Art program had 30 people attend the program.
- There were 12 people who attended the Washington ESL program.
- Cozy Mystery book club and Crafter's Corner are going well and have a steady attendance.
- Skate Day had 32 people attend the program and the Read and Relax with a Pup had good attendance also.
- EK Cakery program registration is filled and there are 35 people registered and several on the waiting list.
- All children living in Boone County will continue to receive a free library card for ages 3-18. Students who live outside of Boone County and receive free/reduced lunch with verification of school enrollment and free/reduced status.
- If the SB208 Part Time Paid Leave Act is passed all part-time employees will qualify for paid leave depending on how many hours they work. There will be more information given once the act has passed.
- Any comments from the public that are put on our social media pages cannot be removed. Also, we cannot turn comments off when posting items online.
- Ed the custodian may retire. Mindy will provide further information once she receives final confirmation.

## **Upcoming Note:**

- We will need to schedule and make a checklist for walk thru of library, church, and rental property.
- The library is planning a program with the Foundation for Suicide Prevention. Ella Rose and Belena will be attending training to become facilitators for support groups.
- Rockford Astronomers will provide the library with 3 Telescopes that will be ready by March. They will provide training to staff and patrons on usage.
- Daisy is finding community members who can help read stories for our Dial a Story Program.
- The library will be creating a Tic Tok Account and will be creating videos to provide a quick snapshot of materials available.
- Staff is updating job descriptions and will be done by the end of January.

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

## **New Business:**

The next meeting will be an in-person/hybrid meeting at the library. The board is investigating the possibility of moving to permanent in-person meetings. Will decide after this has been checked into further.

**Adjournment:** Donna Donato moved and Wendy LaFauce seconded to adjourn the meeting. After a unanimous vote, the meeting adjourned at 8:33pm.

The next meeting will be Next Meeting February 28, 2023

Belena Garza

Assistant Director

Ida Public Library Board of Trustees