

Ida Public Library
Board of Trustees Meeting
June 27, 2023-7:00

The June 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, Wendy LaFauce, James Lee, Brenda Obilade, Paige Ansley, Jenny Tillema .

Also present were Library Director Mindy Long, Assistant Director Belena Garza, Derek Prado, Angie Williams, and members of the public were present also.

Approval of Agenda-

Wendy moved to amend the agenda and change new board members to guests on the agenda and Brenda seconded to amend agenda. The motion passed unanimously.

Public Comment-

We had six public comments that were shared. One was an email, and the others were in person.

- Email comment from Jeanne Baker- Opposed to the Rainbow Party Event
- Kim Zierke-Opposed to Rainbow Party Event
- Max Brooks-Support of the Rainbow Party Event
- Alyssa Sullivan- Opposed to the Rainbow Party Event
- Cedric Peterson-Support of the Rainbow Party Event
- Leah Hodgkiss-Support of the Rainbow Party Event

Correspondence-

No Correspondence

Approval of Minutes: James motioned, and Paige seconded to approve Minutes for the May 2023 regular Board of Trustee meeting, the June 14 Policy Committee meeting, the June 19 Building and Grounds, minutes were approved unanimously.

Unfinished Business:

- A. Meeting Room Policy- Brenda motioned and Jenny seconded to approve the revised and updated meeting room policy. The motion passed unanimously.

Other Unfinished Business-

No other unfinished business.

Committee Reports

Expansion Committee: Brenda Obilade

No Report

Building and Grounds: James Lee

- We reviewed three options for elevator services and will present them so the board can decide on the best plan.
- Bookmobile Status- Rep. Dave Vella may be able to help find funds for the Bookmobile shelter. Regular Maintenance is up to date. The Generator will need some work.
- State Street Doors-The National Registry may be able to help
- Madison Street Stairs-The work has been completed on the stairs.
- Fire Drill- Was completed on April 17
- CPR Training- Was held on Tuesday 18th with the fire dept.
- National Registry-Update-In progress, Mindy will be meeting with Amy
- Church Roof-Work is completed.
- Library Property Walk through needs to be scheduled.
- Sprinkler head was leaking in the Children's department, but Nelsons came out on Friday and repaired it. The library's May inspection was completed.
- 5-year plan- We suggest that the Policy, Expansion, and B&G committees combine. It is on hold for now.
- Home Delivery Service is something we want to consider. We think should apart of the 5-year plan.
- The Rental Property-Ed's family is still living there and will be there possibly until August. The police and fire department will use the house for training.
- August we are planning to have the carpets shampooed.
- We are presenting the board with three different service plans for the elevator provided by Otis. Otis Full Maintenance, Otis Service, Lubricate & Survey and Testing. The board needs to vote on one of these plans because they want a 5-year contract.
- Wendy motioned and Brenda seconded to approve the second maintenance or the Otis Service Plan. The motion passed unanimously.

Personnel Committee-Gayle

No Report

Finance: Daniel Arevalo

- Treasurer's Report-Do not see anything out of the ordinary.
- We are going to vote to increase the Director's Check Authorization for Payroll purposes only. Looking to increase Director's Authorization to sign a check to the amount of \$25,000 for payroll purposes only. Paige motioned and Jenny seconded to increase the director's check authorization for payroll. The motion passed unanimously.

Policy Committee: Daniel Arevalo

- We are working on updating the grievance policy so that it can be filed with Director, Assistant Director, and Department Heads and need to vote on updated version.
- Wendy motioned and Brenda seconded the motion to update the grievance policy. The motion passed unanimously.
- We are also updating the social media, Policy. Daniel motioned and Jim seconded the motion to approve the updated social media, Policy. The motion passed unanimously.

Friends of the Library: Brenda Obilade

- Wendy will be the new President of the Friends once her term expires on the board.
- The tentative date for the book sale is Oct 10-14
- The next Friends meeting will be July 19 in the meeting room
- There will be a Culvers night for the library where 10% of sales will go to the friends of the library. The date has not been finalized.
- We will be discussing future fundraisers at our next meeting.

Marketing Committee:

No Report

Nominating Committee: James Lee

- We are looking at new applications for board members.
- We will have an opening for a board member.
- We are currently reviewing current applications and will be sending our choice to the city council.

Librarian's Report-Director Mindy Long

- We have had a total of 10535 people visit the library in May
- The bookmobile had a total of 667 visitors in May
- Bookmobile will be going to Heritage Woods and Maple Crest
- I am working on a new phone service and am pricing out different options.
- Mindy will be attending Directors University which is training for new directors.
- Will be meeting with a mother and a son who want to work on a story walk in the park.
- Empower Boone provided the library with a blessing box and has installed the box in front of the library.
- Madison Street Stairs are finished. We are getting a quote for the front stairs and overhang.
- Church is getting a quote on the stairs
- Working with Brett Whitaker with painting the children's department.
- We are looking into charging a deposit for vendors at the Summer Kick Off Party. We had several no shows and feel that this will help.
- We had 49 people at our Popsicle program
- Our Tots Travel Under the Sea was full.
- American Girl Program is close to being full.
- Jenny motioned and Paige seconded to approve the librarian's report. The motion passed unanimously.

Upcoming Note: None

New Business:

- The Director and Officer Policy have been renewed to cover decisions made by the library board.
- We are looking to combine both the Marketing and the Expansion Committee. Wendy motioned and Jim seconded to combine the marketing and the expansion committee. Motion approved unanimously.
- We need to renew our discussion committee since there will be an opening with several board members leaving. We will need to plan on who will be on the committees and make sure we have enough people on each committee.
- We need to renew our discussion on Executive Positions. We will consider what positions we would be interested in and who we would like to nominate for these committees.

Other New Business:

- There may have been some confusion about our programming with that of Talcott Public Library and that may have caused concerns or questions about our programming. That is why many of you have come tonight.
 - We welcome the public anytime to make comments or watch at our board meetings. You would just need to fill out a form to comment at the meetings if you would like to.
- A motion was made by Wendy and seconded by Paige to go to closed session to discuss personnel matters. The board went into closed session to discuss personnel matters.

Adjournment:

The Board returned to open session and adjourned.

The next meeting will be next meeting July 25, 2023

Belena Garza

Assistant Director