

Ida Public Library
Board of Trustees Meeting
May 28, 2023-6:00

The May regular meeting of the Ida Public Library Board of Trustees was called to order by Board President James Lee at 5:55 pm. Trustees present were James Lee, Daniel Arevalo, Brenda Obilade, Paige Ansley, Jenny Tillema, Angie Williams, Steve Pierce.

Also present were Library Director Mindy Long, Assistant Director Belena Garza, Wendy Lafauce, and Dawn Brooks

Public Comments-

Wendy Lafauce-Friends President/Treasurer

- Discussed what friends do for the library and included different fundraisers they have held.
- Booksale's have made less than normal in sales. They hope to improve that in future fundraisers and are looking for several types of fundraisers.
- They are looking for volunteers and are considering changing the amount for their membership fees.

Correspondence-

- The library sent out thank you letters to the high school students who have been helping in the library. They sent us a thank you letter also.
- We also received a thank you from one of the participants in the canceled bake-off program. They were enjoying the book that we gave them for registering and were enjoying cooking the recipes.

Approval of Minutes:

Paige motioned and Brenda seconded to the motion to approve the minutes for the Library Board Meeting and Personnel Meeting

The minutes were unanimously approved.

Unfinished Business:

None

Other Unfinished Business-

None

Committee Reports

Strategic Planning Committee: Brenda Obilade

- This group has not started yet.
- They want to plan a date to meet.
- They also want to plan to meet with other community members.

Building and Grounds: Jenny Tillema

None

Personnel Committee-Brenda Obilade

- Discussed performance evaluation for the library director.
- Evaluated performance evaluation forms received from the staff

Finance: Daniel Arevalo

- Everything looks correct on the Treasurer's report
- Brenda motioned and Angie seconded the motion to accept the treasurer's report. The motion passed by a roll call vote.

Policy Committee: Daniel Arevalo

None

Friends of the Library: Brenda Obilade

None, but if anyone has any questions about Friends, you can email Brenda.

Marketing Committee: Brenda Obilade

Nominating Committee: Paige Ansley

This committee will be meeting on June 11 @ 6:00PM. They want to meet in June to discuss an applicant.

Librarian's Report-Director Mindy Long

- Mindy shared information about what the different staff members do and how the library is organized.
- She also shared an organizational chart, list of responsibilities, and calendar of what everyone does.
- Belena created a structured training program and discussed what was involved in the different training activities on the checklist.
- The Story Walk is up in Belvidere Park.
- We will be opening late on June 7 and will be having a staff meeting.
- Mindy is working on a Visual Annual Report to share with the board.

New Business-

- Paige motioned and Brenda seconded to approve the addition to the handbook that will have sick time and vacation time roll over on the same dates.
- The library will not be having a table at the fair. The board can have a table if they want, they will just need to tell Mindy.
- The board will have an opening to replace James as the president. If anyone is interested email Mindy or James.
- We are still waiting for a quote for the gutters.
- We have not had a response on the gutters.
- Barker Plumbing will be coming tomorrow to give a quote on the fountain and sink.

- We will not do Heritage Days this year at the library but will have a table at the museum for this event.
- We will be closing early for the parade.

Jenny moved that we go into Closed Session at 7:04pm, Steve seconded the motion. We returned to Open Session at 7:24 pm Paige motioned, and Steve seconded the motion. Paige motioned to vote on the matters discussed in the closed session, Jenny seconded. We had a roll call vote, with consensus.

Adjournment:

Adjourned at 7:26pm.

Belena Garza

Assistant Director