

Springville Memorial Library Board Meeting

December 14, 2022 Minutes

The Springville Memorial Library Board meeting was called to order at 6:30 PM by President Tina Allsup.

Roll Call: Present: Tina Allsup, Marla Carnahan, Susan Cooper, Treva Davis, Daryl McCall, James Porter and Deb Vaughn. Staff present: Director Linda Eldred. Amos Eldred was also present.

Moved by Porter, second by Cooper to approve the agenda as presented. All ayes. Motion carried.

Moved by Carnahan, second by Vaughn to approve the November 9, 2022 minutes as presented. All ayes. Motion carried.

Public Comment: Amos Eldred spoke.

Bills:

<u>Company Name</u>	<u>Invoice Date</u>	<u>Item Description</u>	<u>Amount</u>
<b>CREDIT CARD CHARGES:</b>			
Barnes & Noble	12/5/2022	Gift Cards (Savings)	\$ 100.00
Walmart	11/13/2022	Office Supplies	\$ 25.39
Walmart	12/3/2022	Coffee	\$ 27.83
Walmart	12/3/2022	Kleenex	\$ 7.04
CHARGE TOTAL:	\$ 160.26		
Affordable Heat & Cool	11/16/2022	Furnace Maint	\$ 179.92
Baker and Taylor	11/2 -11/17/22	Books	\$ 162.31
Country Sampler	11/15/2022	2 yr renewal	\$ 36.00
Country Samp Farmhouse	11/15/2022	2 yr renewal	\$ 25.00
Diamond Lake Book Co	11/16/2022	Books	\$ 93.75
The Iowan	11/15/2022	1 yr renewal	\$ 24.00
Junior Library Guild	12/1/2022	Books	\$ 1,631.96
KidsReference	11/15/2022	Books	\$ 77.94
Mary Janes Farm	11/18/2022	2 yr renewal	\$ 29.95
Mid America Books	10/24/2022	Books	\$ 137.70
OMC	10/25/2022	Rental	\$ 204.00
OMC	11/26/2022	Usage 8/14 to 11/13/22	\$ 121.95
Welter Storage	11/8/2022	4 office chairs + delivery (Savings)	\$ 1,512.00
<b>Total Bills to be Approved</b>			\$ 4,396.74
<b>Utility Bills- Preapproved</b>			
Alliant Energy			\$ 251.32
Black Hills Energy			\$ 182.55
Wapsi Waste			\$ 13.00
Springville Telephone			\$ 36.08
<b>Total Utilities</b>	\$ -		\$ 482.95
<b>Total Bills</b>			\$ 4,879.69

Moved by Cooper, second by McCall to approve the bills as presented. All ayes. Motion carried.

Income:

Copies/Merchandise Sales	\$29.60
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Buresh Room Rental	\$120.00
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General Fund	\$1,556.30
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(Enrich Iowa)

The City financial and income report were reviewed and accepted.

Director's Report:

- The County money amount has been sent out. Springville will receive \$34,082.01 this fiscal year.
- The surveillance tape will be reviewed by authorities for election day.
- There are seventeen trees decorated in the library.
- The fireplace is working.
- The disaster response plan from the Board Series webinar in November was discussed. There is a template for a disaster plan for board member to review.
- The final stats for the Adult Reading Program were not available. Thank you to the Friends for furnishing gift cards and to the patron who gave other prizes.
- The library will continue to be closed the Friday after Thanksgiving.

President's Report:

Tina has been working with Dee about the use of the agenda maker and other programs that City Hall has that might be of use to the library. Dee is checking on the licensing, etc.

Unfinished Business:

Parking Lot Lights: A quote from DeLancey Electric was received to either replace bulbs or replace the light fixture on the pole. Moved by Vaughn, second by Carnahan to accept the DeLancey bid of \$1200 to replace the light fixtures. All ayes. Motion carried.

New Business:

1. The proposed budget FY23-24 was presented by the budget committee. Moved by Porter, second by Cooper to approve the proposed budget FY23-24 as amended. All ayes. Motion carried.

2. Revision of policies Gov 4 and Gov 5 was presented by the policy committee, changing the name of Long Range Planning committee to Strategic Planning as recommended by that committee. Moved by Cooper, second by McCall to approve the changes to policies Gov 4 and Gov 5. All ayes. Motion carried.
3. Adoption of Strategic Plan FY2023-25. The strategic planning committee presented the strategic plan for the years 2023-25. Moved by Vaughn, second by Carnahan to adopt the Strategic Plan FY 2023-25 as revised. All ayes. Motion carried.

Trustee Comments:

The library looks great and ready for the holidays. The trees are beautiful. Merry Christmas to all.

Agenda items for next meeting:

1. Budget
2. Mid-year Director's review
3. Building issues.

Next meeting: January 22, 2023

Moved by Carnahan, second by Porter to adjourn the meeting. All ayes, Motion carried. Meeting adjourned at 7:47 PM.

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Tina Allsup, President

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Treva Davis, Secretary