

Springville Memorial Library Board Meeting

April 12, 2023

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 and James Porter. Absent: Deb Vaughn. Also, present Director Linda Eldred. Also, present A. Eldred.

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

Moved by Porter, second by Cooper to approve the minutes of the March 8, 2023 meeting as presented. All ayes, one absent. Motion carried.

Public comment:A. Eldred spoke.

<u>Company Name</u>	<u>Invoice Date</u>	<u>Item Description</u>	<u>Amount</u>
CREDIT CARD CHARGES:			
Colibri System	3/24/2023	Office Supplies-book covers	\$ 309.30
Walmart	3/13/2023	Merch Resale-coffee, creamer, cups	\$ 22.78
CHARGE TOTAL:	\$ 332.08		
Baker & Taylor	2/27-3/27/23	Books	\$ 221.64
East/West Books	10/17/2022	Books	\$ 174.93
Kids Reference	12/1/2022	Books	\$ 152.92
Menards	3/13 & 3/21/23	Doorstops	\$ 23.58
Micro Marketing	3/9-3/28/23	CD's	\$ 203.47
PerMar	3/8/2023	FA and BA Monitoring	\$ 372.45
USPS	3/31/2023	Box Rent	\$ 80.00
Total Bills to be Approved			\$ 1,561.07
Utility Bills- Preapproved			
Alliant Energy			\$ 252.60
Black Hills Energy			\$ 380.11
Wapsi Waste			\$ 13.00
Springville Telephone			\$ 48.97
Total Utilities	\$ -		\$ 694.68
Total Bills			\$ 2,255.75

Moved by Davis, second by Carnahan to approve the bills as presented. All ayes, one absent. Motion carried.

Income Report:

Copies/Merchandise sales - \$17.30

Donations - \$40.00

Buresh Room rental - \$360.00

Recreation concessions - \$16.25

Savings - \$400.00

The city financials and income report were reviewed and accepted.

Correspondence: The rocking chairs for smaller children that were donated to the library were shared with the daycares and pictures of the children using the chairs were shared with the Board.

Director's Report:

- May 13 Sam Weis is coming for a book signing of her new book.
- April 15 will be a day of poetry at the library
- May's community outreach is National Foster Care Month, we will be collecting donations for kids aging out of foster care.
- April 23-29 is National Library Week; if desired, Cooper will furnish sandwiches and cookies for the volunteers.
- April 26 will be Senior meal and movie.
- The Bunny visit was fantastic, approximately 150 attended, this was in conjunction with the City and SANSI.
- Staff evaluation are done and turned over to the personnel committee.
- The Enrich Iowa Agreement has been signed and turned in fy 23-24
- A report of one year of Senior meals and a movie was given.

President's Report: Still working on items with the city to coordinate things between the library and the city. Still waiting to hear from technology support person.

Committee Reports:

Policy- Nothing to report

Personnel- Had a very good meeting and will give full report in May.

Strategic Planning-Door stops have been put on and noted on the strategic plan. The Young Adult books have been moved; the designated area is getting established; at the present time we are going to use the furniture we have.

Public Relations- Nothing to report.

Unfinished Business:

1. Building issues-Scott will be installing the lights and will order/find a second light to install. The handicapped door in the women's restroom doesn't line up, will have Scott look at to see what needs to be done. Director will do a walk through with Scott to look to note things that need attention, especially the gutters.
2. Budget FY23-24
City has accepted the library's budget, removing the capital outlay of \$3000, if there is excess left in our budget at the end of FY23-24, then we may get that money put into savings. Will not affect the capital outlay this year.

New Business:

1. Discussion and possible action on CDs

After a discussion of possible options, McCall moved and Porter seconded that \$20,000 be taken out of the building savings and put into an 18 month CD with Linn Area Credit Union, keeping it for building and close present CD of \$10,801.57 and taking \$10,000 out of regular savings adding to that amount for 18 month CD with Linn Area Credit Union. All ayes, one absent. Motion carried.

Trustee Comments:

Discussion was held about weather safety for the staff and patrons.

It was asked if a contact sheet could be made for board members with information about board and staff. Director said this can be done.

Agenda items for next meeting

1. Employee review
2. Salary proposal FY23-24
3. Building issues.

Next meeting May 10, 2023

Moved by Carnahan second by McCall to adjourn. All ayes, one absent. Motion carried. Meeting adjourned at 7:28 PM

President, Tina Allsup

Secretary, Treva Davis