

Springville Memorial Library Board Meeting
July 13, 2022, 6:30 PM
Buresh Room

The Springville Memorial Library Board meeting was called to order at 6:33 PM on July 13th, 2022 by President Deb Vaughn.

Present: Tina Allsup, Marla Carnahan, Susan Cooper, Treva Davis, Daryl McCall, James Porter, and Deb Vaughn. Linda Eldred, and Amos Eldred were also in attendance.

Agenda: Motion by Porter, second by McCall to approve the agenda as presented, all ayes, motion carried.

Minutes: Motion by Carnahan, second by Porter to approve the minutes of the June 8th, 2022 meeting as presented, all ayes, motion carried. Motion by Cooper, second by McCall to approve the minutes of the June 22nd, 2022 meeting as presented, all ayes, motion carried.

Public Comment: Amos Eldred discussed “good will” to community. He is doing research on reader pens and wants to make recommendations. Shout out to McCall and Vaughn.

Bills:

<u>Company Name</u>	<u>Invoice Date</u>	<u>Item Description</u>	<u>Amount</u>
<u>CREDIT CARD CHARGES:</u>			
Amazon Pay	5/22/2022	People Magazine 1 yr subscription	\$98.87
Walmart	6/13/2022	Copy Paper	\$22.56
CHARGE TOTAL:			\$121.43
Baker & Taylor	5/31-6/27/22	Books	\$403.14
Demco	6/17/22	Book Jacket Covers	\$56.17
Diamond Lake Books	5/31-6/13/22	Books	\$436.81
Hawkeye Fire and Safety	4/29/2022	Annual + 6 yr Extinguisher Inspection	\$156.20
Micro Marketing	6/23/2022	books on CD	\$122.72
OMC	6/15/2022	6/15/22	\$31.25
Per Mar	6/8/2022	FA & BA Monitoring	\$372.44
Menards	6/6/2022	Jaw mop handle	\$4.25
Total Bills to be Approved			\$1,704.41
Utility Bills- Preapproved			
Alliant Energy			\$307.86
Black Hills Energy			\$50.38
Wapsi Waste			\$12.00
Springville Telephone			\$47.85
Total Utilities			\$418.09
Total Bills			\$2,122.50

Discussed bills. Motion by Cooper, second by Allsup to pay the bills as presented, all ayes, motion carried.

Income: Reviewed income report.

Missing or Damaged fees	001-410-1-4530		
Copies/Merchandise Sales	001-410-4-4750	\$36.10	
Donations	001-410-2-4705		
SILO	001-410-1--4550		
Buresh Room Rental	001-410-4-4310	\$110.00	Mcarthur (35), Trumpold (35), and Nelson (40) Rentals
Recreation Concessions	001-410-1-4755		
Savings	169-410-2-4705		
Total Amount Deposited		\$146.10	

Financial Report: Reviewed June report from the City.

Correspondence: None

Reports:

- **Director's Report**
 - **CE Classes:** None
 - **Programming**
 - **Summer Reading** is at the top of schedule and focus. Things are going very well, and participation is high. Our Summer Reading sign-up has reached over 70. We have started story time and were pleased with the attendance! Edie and I will be taking turns doing story time since we alternate our Thursday nights.
 - I am working on our fall programming schedule and hope to have a full report next month.
 - Meal and a movie is still popular with the seniors looking forward to it every month.
 - Library card sign-up has increased
 - **Additional information:** Direct State Aid Report due July 31, 2022 is done, Open Access report due also July 31, 2022 (work in Progress). Brittany will be putting our curriculum into SILO.
 - **Building maintenance:** The door sweep needs to be repaired
- **President's Report:** Working on a comparison of our library to others our size.
- **Committee Reports:** None
- **Friends' Report** None

Unfinished Business:

1. **Committees & Open Meetings information:** State Library and League of Cities have varying rules, it is unclear if this is necessary. Consensus agreement that no agendas and minutes are required; can be optional.

2. **Security Update:** Have not had any issues with the programming. Need to verify programming on a few access cards.

New Business:

1. **Ethics statement review & consider adoption:** Reviewed ethics statement and will discuss more later.
2. **Review Board Trustee interactions and accountability:** Best practices between Trustees, City, Library staff.
3. **Review Board Trustee/Library Staff/City roles & responsibilities:** Review overtime pay, salary recommendations, board assessments. Advocacy is very important, and we should focus on this.
4. **Election of officers:**
 - **Secretary:** Motion by Porter, second by Carnahan to nominate Davis as secretary, all ayes, motion carried. Davis accepted. Motion by McCall, second by Cooper to close nominations for Secretary, all ayes, motion carried.
 - **President:** Motion by Porter, second by Carnahan to nominate Tina Allsup as president, all ayes, motion carried. Allsup accepted. Motion by McCall, second by Davis to close nominations for President, all ayes, motion carried.

Trustee Comments: Found several plaques and suggest displaying in the display case. Railroad bookends were donated to Library, they were from the train tracks that were originally in Springville. Todd has finished the work on the solar panel for placement in the park.

Agenda items for Next Meeting:

- Committee appointments
- Ethics statement

Next meeting:

- Board meeting on August 10th, 2022 at 6:30 PM in the Buresh Room.

Motion to adjourn by Allsup, second by Cooper all ayes, motion carried. Meeting adjourned at 8:16 PM.

Deb Vaughn, **President**

Tina Allsup, **Secretary**