

Springville Memorial Library Board Meeting
August 10, 2022, 6:30 PM
Buresh Room

The Springville Memorial Library Board meeting was called to order at 6:30 PM on August 10, 2022 by President Tina Allsup.

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

Agenda: Motion by Cooper, second by Porter to approve the agenda as presented, all ayes, one absent. Motion carried.

Minutes: Motion by Davis, second by Carnahan to approve the minutes of the July 13, 2022 meeting as presented, all ayes, one absent. Motion carried.

Public Comment: Amos Eldred spoke.

Bills:

<u>Company Name</u>	<u>Invoice Date</u>	<u>Item Description</u>	<u>Amount</u>
<u>CREDIT CARD CHARGES:</u>			
Amazon	7/2/2022	Cable, wireless keyboard & mouse	\$80.91
CHARGE TOTAL:	\$ 80.91		
Baker & Taylor	7/5-7/25/22	Books	\$293.78
Consumer Reports	7/8/22	1 yr renewal	\$32.10
OMC	7/11/22	8/14-11/13-22 Rental Contract	\$204.00
Overdrive, Inc	8/1/2022	Bridges E Book Content Fee	\$542.34
Total Bills to be Approved			\$1,153.13
Utility Bills- Preapproved			
Alliant Energy			\$494.08
Black Hills Energy			\$46.84
Wapsi Waste			\$12.00
Springville Telephone			\$46.06
Total Utilities	\$ -		\$598.98
Total Bills			\$1,752.11

Moved by Porter, second by Carnahan to approve the bills as presented, all ayes, one absent, motion carried.

Income: Reviewed income report.

Copies/Merchandise Sales		001-410-4-4750		\$25.90	
Donations		001-410-2-4705		\$15.00	From Davis, in memory of Joe
Buresh Room Rental		001-410-4-4310		\$15.00	Faith Christian Fellowship
Savings		169-410-2-4705		\$3,200.00	Troy & Becky Weppler
Total Amount Deposited				\$3,255.90	

Financial Report: Reviewed July report from the City.

Correspondence: None

Reports:

- **Director's Report**

- Received and reviewed the PerMar contract. Contact person needs to be checked on.
- Discussion about Brittany's compensation for security management, Director wants to give additional hours, discussion was held about a monthly stipend to cover the added responsibility to supervise and manage the security system. This will be put on the next agenda.
- The senior's lunch and bingo will be held August 17. Summer Reading final party will be August 16.
- Working on programming schedule for the fall.
- The annual survey worksheet is out and will started working on this. Due October 31.
- Four new office chairs are needed and the staff will be working on finding suitable replacements.
- **Building maintenance:** The door sweep needs to be repaired and cement caps on the walls need cleaning. We received a quote to clean the tile floors for \$480, this will be done in the fall.

- **President's Report:** August 30, from 6:00-7:30 PM a Board Room Session will be held on Making Numbers Count, we will watch this as a Board in the Buresh Room. A work session agenda will be posted.
- **Committee Reports:** None
- **Friends' Report** None

Unfinished Business:

1. Ethics Statement Adoption-Tabled to next meeting under Director's report.

New Business:

1. Committee Appointments:
President appointed Daryl McCall as President Pro Tem
Budget & Finance: Allsup, Davis, McCall
Personnel: Carnahan, Porter, McCall

Long Range Planning: Cooper, Vaughn

Policies: Allsup, Cooper, Davis

Public Relations: Carnahan, Porter, Vaughn

2. Shelving: Prison no longer makes shelves, so another source will have to found. Director is working of this.
3. Review of policies: Gov 2,3; Mng 3,6,7,12,13,14; Circ 2,6,7,8; Inf 4,5,6. Discussion and possible action on policy revisions: Form F, Gov 4,5,6, Cus 1, Cir 3, 9 Inf 2,3,7, Mng 1,5,8,10,11.

The policy committee met on August 3 to review policies and revise policies to get the policies current. It is the committee's recommendation that it be noted that the above policies were reviewed and noted as such on said policies. The revisions were presented to the Board. Moved by McCall, second by Porter to approve the revision of the policies as presented. All ayes, one absent. Motion carried

Trustee Comments: Building issues were asked about.

Agenda items for Next Meeting:

- Stipend for security management
- Shelving

Next meeting:

- Work Session August 30, 2022 6:00 PM in the Buresh Room
- Board meeting on September 14, 2022 at 6:30 PM in the Buresh Room.

Motion to adjourn by Porter, second by Carnahan, all ayes, one absent. Motion carried. Meeting adjourned at 7:27PM.

Tian Allsup, **President**

Treva Davis, **Secretary**