

**Springville Memorial Library Board Meeting**  
**January 12, 2022, 6:30 PM**  
**Buresh Room**

The Springville Memorial Library Board meeting was called to order at 6:30 PM on January 12<sup>th</sup>, 2022 by President Deb Vaughn.

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

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

**Business/Financial Correspondence** - None

**Minutes:** Motion by Cooper, second by Davis to approve the minutes of the December 8<sup>th</sup>, 2021 meeting as presented, all ayes, motion carried.

**Public Comment:** None

**Bills:**

<u>Company Name</u>	<u>Invoice Date</u>	<u>Item Description</u>	<u>Amount</u>
<b><u>CREDIT CARD CHARGES:</u></b>			
Letter Perfet	1/6/2021	Plaque for memorial leaf	\$21.50
Office Max	12/16/2021	HP print cartridge	\$42.00
Walmart	1/4/2022	Paper towel rolls	\$16.02
CHARGE TOTAL:			\$79.52
Baker & Taylor	11/16-12/22/21	Books	\$518.71
Country Samp. Farm House	12/15/2021	1 yr subscription	\$19.98
Creative Product	12/3/2021	Library Coloring books	\$243.29
Demco	11/30/2021	Hang up bags	\$38.71
Gardner Media	11/28/2021	Books	\$427.55
Iowa History Journal	1/6/2022	1 yr subscription	\$18.95
Daryl McCall	12/6/2021	3 laptops/mice; 4 monitors; 2 dock (savings)	\$3,953.67
Marion Janitorial Supply	1/5/2022	Folded paper towels/bowl cleaner	\$48.38
Micromarketing	8/19-12/29/21	CD's	\$639.25
Micromarketing	8/17-8/19	CD's	\$105.29
Midamerica Books	9/29/2021	Books	\$392.05
Permar	12/8/2021	Alarm monitoring FA & BA 1/1-3/33/22	\$354.60
Petty Cash	12/3/21-1/6/22	Postage	\$8.02
Sun Charge Systems	1/10/2022	Charging Bench & 2 posts and panels (Savings)	\$4,000.00
<b>Total Bills to be Approved</b>			<b>\$10,847.97</b>

<b>Utility Bills- Preapproved</b>	
Alliant Energy	
Black Hills Energy	\$0.00
Wapsi Waste	\$12.00
Springville Telephone	\$45.11
<b>Total Utilities</b>	<b>\$57.11</b>
<b>Total Bills</b>	<b>\$10,905.08</b>

Discussed bills especially charging bench. Motion by Porter, second by Carnahan to pay the bills as presented, all ayes, motion carried.

**Income:** Reviewed income report - \$1,000 Memorial Barker family donation

Missing or Damaged fees	001-410-1-4530	
Copies/Merchandise Sales	001-410-4-4750	\$38.00
Donations	001-410-2-4705	\$40.00
SILO		
Buresh Room Rental	001-410-4-4310	\$145.00
Recreation Concessions	001-410-1-4755	
Savings	169-410-4705	\$1,000.00
Total Amount Deposited		\$1,223.00
ILL Open Access	001-410-4443	\$535.71
Linn County Contract	001-410-4470	\$33,010.93
Grand Total		\$34,769.64

**Financial Report:** Reviewed December report from the City.

**Correspondence:** Edie gave a card for memorial.

**Reports:**

- **Director's Report**
  - ARPA Grant – Door counter, receipt printer and solar benches have been ordered. Will send everything into the State for reimbursement.
  - Reached out to High School about technology that students are using. Let them know hours of library and Wi-Fi capabilities. Brain Fuse website was discussed for tutoring as well. Inviting Mayor and City Council for a meet and greet and tour of facilities. Ron Anderson donated Leaves for the donation wall.
  - Agenda – Linda has documented new procedures.
  - Inclement weather announcements will be on KCRG.
- **President's Report:**
  - Virtual Keypad – Updated app and desktop app for alarm system. Brittany will take over administration of security cards. Have added an access card for the City.
  - Solar Bench – Discounted bench and extra panel to meet our budget. Two-person bench with two ports and will last up to 5 days without sunshine.
- **Friends' Report**

- No report.

**Unfinished Business:**

1. **Leadership Assessment – phase 1:** Overview & intent/purpose, priority/focus, questionnaire handout for phase 2 follow-up. Moved to next meeting.

**New Business:**

1. **FY2022-2023 Budget:** Review proposed budget. Motion by Cooper, second by Carnahan to accept the Proposed Budget for FY2022-2023 as presented, all ayes, motion carried. Budget Committee will present to Council.

**Trustee Comments:**

- Cooper wanted to know if the Buresh room could be used for an exercise class as an adult programming idea.

**Agenda items for Next Meeting:**

- Budget
- Leadership Review

**Next meeting:**

- Board meeting on February 9<sup>th</sup>, 2022 at 6:30 PM in the Buresh Room.

Motion to adjourn by Allsup, second by Porter all ayes, motion carried. Meeting adjourned at 7:23 PM.

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Deb Vaughn, **President**

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Tina Allsup, **Secretary**