

SHENANDOAH LIBRARY BOARD OF TRUSTEES MINUTES

April 5, 2023

Zoom, an accepted internet method of meeting with members who may attend online, will be available if any board member requests with enough notice to set it up in the auditorium prior to the meeting,

BOARD MEMBERS PRESENT: Adam Wright, Gregg Broermann, Mims Henstorf, Amy Miller, Marilyn Bayless, Melinda Kirby, Justin Trowbridge, Chris Wiebold, and Jennifer Jones

BOARD MEMBERS ABSENT: Mary Anne Gibson, Vaughn Livingston, and Eric Holste

ALSO PRESENT: Carrie Falk, Director; Jon Brantner & Toni Graham, Council Representatives

- I. CALL TO ORDER:** The meeting of the Shenandoah Public Library Board of Trustees was called to order by President Jennifer Jones at 4:42 p.m. on Wednesday, April 5, 2023 in the library auditorium.
- II. PUBLIC FORUM:** None
- III. READING OF THE MINUTES:** Motion (Gregg/Chris) to approve the minutes of the March board meeting passed.
- IV. COMMUNICATIONS:** Molly Nuckolls, Children's Librarian, has submitted her resignation, effective May 5, 2023.
- V. REPORT OF THE DIRECTOR:** As written. Special thanks to Tim Smith for his help with instruction and use of the new 3D printer. Also noted to Trustees the impressive increase in public traffic and the use of many materials for the month.
- VI. REPORT OF THE FRIENDS:** No meeting this month. Focused on Art Walk Reception scheduled for May 5, 2023 for which the Friends will be providing refreshments as well as volunteers to help direct traffic through the building.
- VII. COMMITTEE REPORTS:**
 - A. Budget:** Currently 3% over budget for the first three quarters of FY2023. By the end of this fiscal year, will need to find line items in the current budget to cut or reduce, and/or arrange payment from library's resources to the City for the budget overage.
 - B. Building:** Nothing to report.
 - C. Operations:** Nothing to report.
 - D. Policy: Public Spaces Uses Policy** – Policy Committee reviewed the verbiage of this policy for use by individuals and organizations. Motion (Justin/Melinda) to accept changes as recommended by Policy Committee passed.
- VIII. PAYROLL AND BILLS:** Motion (Justin/Marilyn) to approve payment of payroll and bills was passed.
- IX. UNFINISHED BUSINESS:**
 - A. FY2024 Budget:** No changes to budget.
 - B. Capital Projects:** A list of future capital improvement projects was made and will be continually reviewed. Present items for future consideration (in no particular order): New roof

(current roof approximately 15 years old); Interior painting; New carpeting / flooring: Digital sign; Sunshade for outdoor seating area.

X. NEW BUSINESS:

- A. Trustee Candidates:** Candidates (adult male / living within city limits) were mentioned and more added for the replacement of Vaughn Livingston at the end of his final six-year Trustee term. A notice will be placed on the library's Facebook page.
- B. Enrich Iowa Agreement:** After discussion, it was moved (Gregg/Justin) and passed to renew the library's contract with Enrich Iowa.
- C. Amphitheater Sunshade Update:** Carrie and Gregg provided project renderings and an update on the proposed amphitheater sunshade. A cost estimate should be available by the next Board meeting in May.
- D. Program Policy and Appeals Process Policy:** A review of our Program Policy and Appeals Process Policy was provided to keep Trustees informed in light of possible questions regarding public use of the library spaces.

XI. FUTURE AGENDA ITEMS:

- A. FY2023 Budget Overages**
- B. New Trustee Candidates**
- C. Amphitheater Cost Estimate**

XII. ADJOURNMENT: Motion (Chris/Gregg) to adjourn passed and meeting adjourned at 5:40 p.m.

The next board meeting will be held Wednesday, May 3, 2023 at 4:30 p.m.

Respectfully submitted,

Mims Henstorf, Secretary _____

Jennifer Jones, President _____