

# SHENANDOAH LIBRARY BOARD OF TRUSTEES MINUTES

July 10, 2024

**This meeting will be via Zoom (Z), an accepted internet method of meeting with members who may attend online, if requested.**

**BOARD MEMBERS PRESENT:** Gregg Broermann, Jenny Burkhiser, Dan Cox, Mims Henstorf, Jennifer Jones, Melinda Kirby, Amy Miller, Justin Trowbridge, Adam Wright (Z).

**BOARD MEMBERS ABSENT:** Mary Ann Gibson, Eric Holste, Chris Wiebold.

**ALSO PRESENT:** Carrie Falk, Director; Jon Brantner Council Representative

**I. CALL TO ORDER:** The meeting of the Shenandoah Public Library Board of Trustees was called to order by President Dan Cox at 4:30p.m. on Wednesday, July 10, 2024, in the Carnegie Room.

**II. PUBLIC FORUM:** none

**III. READING OF THE MINUTES:** The minutes of the past board meeting were read through email. Motion to approve made (Justin/Gregg) and passed.

**IV. COMMUNICATIONS:**

**V. REPORT OF THE DIRECTOR:** Board read by email. Additions or comments: Usage is up in many categories, including Rural Page County. May be caused by the closing of the pool for this summer....

**VI. REPORT OF THE FRIENDS:** Thank you to the Friends for supplying the prizes for the Shenandoah 4<sup>th</sup> events and working the booth that afternoon.

**VI. COMMITTEE REPORTS:**

**A. Budget:** Finished the year just under our recorded budget.

**B. Building:** Green Tree trimmed our Hackberry tree. Still watching for leaks in ceiling above Joy's desk.

**C. Operations:** Several bills came in after our early emailed vote of approval (requested to be presented at the July City Council meeting which came before our regular monthly meeting), so a motion was made (Gregg/Jenny) to pay the bills received after that motion, but for the past month. It was approved.

**D. Policy:** none

**VII. PAYROLL AND BILLS:**

**A.** Motion to pay bills was made and approved as stated in the Operations agenda item.

## **VIII. UNFINISHED BUSINESS:**

- A.** Misty, our liaison, put the information collected from our survey into report form for our review. A copy is available in the library's policy manual. A motion was made (Gregg/Justin) and passed to accept the report as written and put the recommendations into practice.
- B.** The Sunshade Amphitheater contract has been signed and construction will start soon.

## **IX. NEW BUSINESS:**

- A.** The elevator needs the hydraulic oil replaced with a cost of about \$10,000. The city will take the responsibility of disposing of the old oil. Further conversation will be conducted with our representative from the company for details. This will be later in the summer when the "rep" is back to work from a leave of absence.
- B.** A VR Gaming Truck will visit August 13 from 11:00-1:00. The cost will be about \$900. It will be available for the 2 hours with 7 different games. This will provide a program directed to the 12-teen group. Clarinda is sharing the day with us which helped sharing the mileage fee.
- C.** Library security is being evaluated and discussed with our local police department as they have been called several times to handle "disruptions." Keeping the safety of the staff and our patrons in mind, the administration will work with them to develop a plan of suitable action for immediate help.
- D.** Summer programs are going well, and the staff and city" rec" will coordinate more clearly. The numbers of participants has increased with the closing of the pool for the summer. All programs at the library have increased attendance from school children looking for activities (that's good, but requires more preparation for the increased number in library and city activities).

## **X. FUTURE AGENDA ITEMS:**

- A.** Summer lunch program is going well, but trash increase (overflowing bins) will be addressed.

Board photo next month...

Updates go out to the public for the abundance of activities for all ages at the library.

Thank goodness we have a wonderful staff to handle that "problem"!

Motion to adjourn (Amy/Gregg) made and passed.

**The next board meeting will be Wednesday, August 7, 2024 at 4:30 P.M.**

Respectfully submitted,

Mims Henstorf, Secretary \_\_\_\_\_

Dan Cox, President \_\_\_\_\_