

SHENANDOAH LIBRARY BOARD OF TRUSTEES MINUTES

July 12, 2023

This meeting will be in person and via Zoom, an accepted internet method of meeting with members who may attend online, if requested.

BOARD MEMBERS PRESENT: Justin Trowbridge, Adam Wright, Eric Holste, Chris Wiebold, Dan Cox, Mims Henstorf, Marilyn Bayless, Melinda Kirby, and Jennifer Jones.

BOARD MEMBERS ABSENT: Mary Ann Gibson, Gregg Broermann, and Amy Miller

ALSO PRESENT: Carrie Falk, Director; Toni Graham & Jon Brantner 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 4:30 p.m. on Wednesday, July 12, 2023 in the library auditorium.

II. PUBLIC FORUM: None

III. READING OF THE MINUTES: The minutes of the past board meeting were approved. Motion (Chris/Marilyn) passed.

IV. COMMUNICATIONS: New board member Dan Cox was welcomed.

V. REPORT OF THE DIRECTOR: The First National Bank has asked the Library to join them with a Summer Carnival. It will begin at the green space at the bank across from the library on Wednesday, July 19. After lunch, the group will move to the library for entertainment.

VI. REPORT OF THE FRIENDS: no meeting

VI. COMMITTEE REPORTS:

A. Budget: later in minutes

B. Building: Flags were placed to mark the irrigation system on the east side of the outside auditorium. This will be needed by the soil survey to be done at the start of the shade awning.

C. Operations: ok

D. Policy: committee break

VII. PAYROLL AND BILLS:

A. Motion to pay bills (Justin/Adam) was approved.

VIII. UNFINISHED BUSINESS:

- A.** The elevator contract was discussed again for our new member, Dan. Our current contract covers oil and grease. The present problem is jack packing which would cost \$9000. The packing was done just 3 years ago (the “all day job” taking only 3 hrs), but costing 5,000. We notified the company we would terminate that contract with our 90 day notice. Other companies were contacted to bid. Otis presented a more reasonable contract, \$90 a month for oil and grease with \$4,480 for jack packing. Otis seems to have a more proactive outlook and is also used by Forest Park in town. After further discussion, it was moved (Dan/Justin) to accept the bid from Otis.
- B.** The Geotechnical company will begin taking core samples soon in preparation for the construction phase of the sunshade project..

VIII. NEW BUSINESS:

- A.** City officials did not have the final budget #'s to present to the board. They will come from City Hall next month.
- B.** Imogene does not contract with any Fremont County Library for financial assistance through taxes. The library board will send a notice that we will contract with them for a fee. This will allow citizens from Imogene to receive a library card from the Shenandoah Library. They also will have access to all our programs online. They will have Open Access which allows patrons to use any library in the state. A motion (Adam/Melinda) was made to send out the notice. Passed
- C.** WhoFi is a program that keeps statistics on the use of the library wifi. It traces the time and day of use by citizens.

X. FUTURE AGENDA ITEMS:

- A.** Finances with the city

Board adjourned.

The next board meeting will be Wednesday, August 9, 2023 at 4:30 P.M.

Respectfully submitted,

Mims Henstorf, Secretary _____

Jennifer Jones, President _____