

SHENANDOAH LIBRARY BOARD OF TRUSTEES MINUTES

Wednesday, October 4, 2023

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

BOARD MEMBERS PRESENT: Marilyn Bayless, Dan Cox, Mims Henstorf, Jennifer Jones, Melinda Kirby, Amy Miller, Justin Trowbridge (in person); Mary Anne Gibson, Eric Holste (via Zoom)

BOARD MEMBERS ABSENT: Gregg Broermann, Chris Wiebold, Adam Wright

ALSO PRESENT: Carrie Falk, Library Director; Jon Eric Brantner, City Council Representative

- 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, October 4, 2023 in the library auditorium.
- II. PUBLIC FORUM:** None
- III. READING OF THE MINUTES:** The minutes of the September board meeting were approved. Motion (Dan/Marilyn) passed.
- IV. COMMUNICATIONS:** Two thank you notes were received. One from the family of John Teget: The Shenandoah Public Library was chosen as a recipient of memorial money. With the present monies totaling over \$9,000, the family has asked for ideas on how to use the money, and the Carnegie Room still needs audio/visual equipment installed. The board has been asked to think about how to recognize the possible donation from the Teget family to equip the room using the memorial money. The other thank you note was from the Iowa Waste Reduction Center thanking us for hosting their composting program.
- V. REPORT OF THE DIRECTOR:** In addition to written report, Carrie also wanted to thank Chris Wiebold for tracking down contact information to get a library pass for Fontanelle Forest. In other notes, the library also got a pass to Lauritzen Gardens to be checked out for patrons' use. Carrie also thanked the Street Department for setting up the new family computer workstation, which arrived with no assembly directions.
- VI. REPORT OF THE FRIENDS:** None
- VII. COMMITTEE REPORTS:**
 - A. Budget:** No report from the City at this time.
 - B. Building:** Will have Larry Anderson trim the Hackberry tree's lower branches and apply another round of treatment if the total cost is below \$1,500. Motion (Justin/Dan) passed.
 - C. Operations:** None
 - D. Policy:** The Proctoring Policy was reviewed and with minor updating was approved. Motion (Dan/Justin)
- VIII. PAYROLL AND BILLS:** Motion to pay bills (Justin/Amy) was approved.

IX. UNFINISHED BUSINESS:

- A. Traveling Exhibit Update:** The Traveling Holocaust Exhibit is still being pursued by Carrie for presentation in the Delmonico Room of the Greater Shenandoah Historical Museum. Coordinated efforts between the Museum and the Library are ongoing.

X. NEW BUSINESS:

- A. FY 2023 Annual Report:** The Annual Report was presented to the board with the events and statistics of the past year. It shows increases in use by patrons in many areas which were lowered due to the pandemic. Motion to approve (Amy/Melinda) passed.
- B. Request for Art Display:** Shelly Davidson has requested the use of the library to display many of the creative art pieces made by students attending the Flying Cow Studio since Shenandoah was not able to participate in the Southwest Iowa Art Tour. It would last for approximately 3 days. Motion (Justin/Marilyn) was approved with Shelly working with Carrie on details.
- C. Report from ARSL Conference:** ARSL Meeting was attended by Carrie. Several important statements were documented by statistics which were presented. One of the most interesting statements presented was that Libraries are social connectors, and without libraries the mental and physical well-being of the citizens in the community can be harmed more than smoking, drinking, and physical inactivity. Another statement of interest was that continued contact through emails, posters, and newsletters are still viable ways of reaching the public successfully.
- D. Report from Learning Circuits:** Joy and Bevin received an overview which promoted using the assets available in the local community by connecting them to the library.
- E. County Funding:** Annual funding was received from Page County in the amount of \$16,140.00 and from Direct State Aid in the amount of \$2,228.73.

XI. FUTURE AGENDA ITEMS:

- A.** Teget Memorial
B. Hackberry Tree/Larry Anderson
C. Hotspot Fee Review

- XII. ADJOURNMENT:** Motion (Justin/Mims) to adjourn was passed and the meeting was adjourned at 5:45 p.m.

The next board meeting will be held Wednesday, November 8, 2023 at 4:30 p.m.

Respectfully submitted,

Mims Henstorf, Secretary _____

Jennifer Jones, President _____