

**Indianola Public Library
Board of Trustees Meeting Minutes
October 1, 2019**

Present: Library Director Michele Patrick, Children's Librarian Janis Comer, Betsy Freese, Jim Lee, Cyd Dyer, Colleen Willmott, and City Manager Ryan Waller

Absent: Pat Hicks, Tom Smith and Andy Brittingham

The meeting was called to order by President Jim Lee at 5:30pm. Michele amended the agenda to add Contract with the City of Ackworth to New Business.

City of Indianola Facilities Study Update: City Manager, Ryan Waller, gave some background regarding city facilities and staffing. He explained that the police department is understaffed by 4 positions and the fire department by 6 positions. The current City Hall facility is not big enough to house what we have and won't be big enough to house what we need. They have started looking at what could be done. The thought is that the PD/FD could remain on the current parcel if the other administrative offices were housed in another location. As a result, they have been looking at all city assets to determine where those offices could potentially go. One option that is being considered is the library. Other options are also being explored and the report will be presented to the City Council on 10/21/19 to outline all of the options.

Approval of Minutes: Betsy Freese motioned to approve the minutes from the September 3, 2019 meeting. Cyd Dyer seconded the motion and it was approved.

Financial Reports: A motion was made by Betsy Freese and seconded by Cyd Dyer to approve the monthly claims. Motion approved.

Review of Monthly Expenditures and Revenue: It was noted that the \$2916.73 in expenditures for Library Books and Periodicals for September was in error and will be corrected.

Director's Report: Michele Patrick shared that the library won "Best Historical Float" at the Log Cabin Days Parade. She also shared that Janis, Alison, Jody and Michele will be attending the Library Association's annual conference Oct 3-4, 2019 in La Vista, Nebraska.

September 2019 statistics were reviewed.

Old Business: Strategic Plan Update: Michele Patrick noted that the survey will end in one week and she will be working on meeting with the Advisory Committee.

New Business:

1. **Annual Report:** Michele Patrick will be presenting the Annual Report to the City Council on October 21, 2019. She noted concerns with staffing, circulation per capita, adult programming needs, hours of operation and wanting to have consistent hours as well as building needs.
2. **FY21 Budget:** Michele indicated that she intends to ask for an increased budget to allow for staffing increases, compressor, furniture replacement and additional outlets.

- 3. Contract with the City of Ackworth:** Michele explained that Spring Hill has contracted with Carlisle and that she had received a call from the Mayor of Ackworth asking questions regarding contracting with IPL. Contracting with IPL is on the agenda at the Ackworth City Council meeting on 10/1/19.

Friends Report: Colleen Willmott explained that the Friends Annual Meeting will be held on Nov. 19th at 6:00pm at the library. They will have food from Mish Mash at the meeting and Janis and Alison will do a presentation.

Trustee Comments: The next meeting will be November 5, 2019.

A motion was made at 6:30 by Cyd Dyer to adjourn and seconded by Colleen Willmott.

Acting Secretary,

Colleen Willmott