

Indianola Public Library
Board of Trustees Meeting Minutes
May 10, 2022

(This meeting was held remotely using Zoom and in person. The meeting was made open to the public via reserved space at the IPL as well as a public comment form).

Present: Library Director Michele Patrick, Andy Brittingham, Cyd Dyer, Colleen Wilmott, Tom Smith, Sally Van Dorin, Emmett Konrad and Melanie Hundertmark.

The meeting was called to order by President Andy Brittingham at 5:46 p.m.

There were no public comments.

An agenda was approved

The minutes from the April 12, 2022 meeting were approved (motion Emmett Konrad, second Sally Van Dorin)

Trustee Continuing Education:

Weeded materials / what happens to books removed from the collection – unless unusable due to damage, books are either resold to the library's book broker through their sustainable shelves program, sold at the Friends library book sale, or given to patrons.

Financial Reports:

Monthly Financial Reports and Monthly Claims were reviewed. Financial reports were approved (motion by Tom Smith, second Melanie Hundertmark)

Unfinished Business:

The boiler replacement RFP increased to \$82K from \$60k maximum in order to obtain competitive bids. City requires 3-4 bids and the lowest will be approved. Bids will go out next week. Emmett Konrad presented questions to be included with the RFP and forwarded to the Formation Group.

New Business:

The library will begin to offer fax service – free to patrons unless costs to the library increase (motion by Colleen Wilmott, second Tom Smith).

Capital Improvement Plan: Lighting replacement quote to replace florescent to LED lights by Spectrum Lighting was approved (motion by Colleen Wilmott, second Emmett Konrad). Work to be done by May or wait to August.

Moveable wall repair/replacement has been added to City budget as addendum. Cost is \$25K minimum.

Reports:

The Friends of the Indianola Public library pursuing grant to provide teens snacks at the library, the seed library is up and going, and purchased cornhole game.

Director's Report –

The library was awarded \$4,000 from the Warren County Philanthropic Grant with matching from the Friends for new teen room furniture.

Virginia Ricketts retired as a library assistant the end of April. She has been on the staff since 2018 and now volunteers with the in-home delivery program.

Summer Reading Kickoff is Tuesday, May 31st from 6:00-8:00 with food trucks, music and outdoor games including an adult cornhole tournament. The summer reading program theme is “Beyond the Beaten Path” camping adventures.

Library Statistics:

Statistics continue to rebound to pre-COVID numbers.

Agenda items for next meeting:

Three applicants are needed to replace board members. Andy Brittingham and Tom Smith have submitted renewal paperwork to the Mayor. Melanie Hundertmark is not seeking re-elected for another term. The Mayor will need to approve board members by July 1st.

The meeting was adjourned by Andy Brittingham at 7:04 pm.

Sincerely,
Melanie Hundertmark
Meeting Secretary