

Indianola Public Library
Board of Trustees Meeting Minutes

December 13, 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, Tom Smith, Colleen Willmott, Cyd Dyer, Randi Malone, and Sally Van Dorin

The meeting was called to order by President Andy Brittingham at 5:45.

There were no public comments.

An agenda was approved (motion Tom Smith, second Cyd Dyer).

The minutes from the November 8, 2022, meeting were approved (motion Cyd Dyer, second Sally Van Dorin).

Trustee Continuing Education

Reviewed City of Indianola Library Ordinances

Financial Reports

Monthly Financial Report and Monthly Claims were reviewed. Financial reports were approved (motion Tom Smith, second Randy Malone)

Unfinished Business

Plumbing Repair - The library will be closed on January 16-18 for urgent repairs of a plumbing issue.

Referendum Update - There is no new information to report, discussions continue on property purchase.

New Business

Fiscal Year 2024 Update - The budget is being developed and there will be some increases requested.

Policy Review - Test Proctoring - No changes will be made in the policy. (Motion Colleen Willmott, second Tom Smith)

Policy Change - Library of Things Cleaning Fee - The addition states that items returned should be cleaned before they are returned or a small cleaning fee ranging from \$2.00 - \$5.00 may be charged. (Motion Colleen Willmott, second Cyd Dyer.

Review: Strategic Plan Goals for 2022 - The four goals were accomplished for 2022. 2023's plan emphasizes communication and marketing.

Reports

Director's Report -

- Michele reported a \$2,000 grant had been received from Thiesen's to be used for food for after school programs.
- Alison has added TikTok to the library's social media presence.
- Library shelving will be addressing prioritized needs of more space for juvenile (grades 3-5) books and for families with young children.
- The Library Dinos appeared in the Home for the Holidays parade and the City holiday breakfast was held at the Library on Dec. 13.
- There was a staff resignation, and they are looking for a replacement.

Library Statistics - Numbers are up in all areas - programming, circulation, and library services.

Agenda Items for next meeting - Referendum Update

Adjourn

Motion Colleen Willmott, second Tom Smith