BOARD OF TRUSTEES OF THE INDIANOLA PUBLIC LIBRARY

March 5, 2024
5:30 PM
Indianola Public Library

Present: Library Director - Michele Patrick, Randi Malone, Sally Van Dorin, Dawn Goodale, Tom Smith, Andy Brittingham, Valerie Craven

1. **Call to Order**
   Andy called the meeting to order at 5:31pm.

2. **Public Comment**
   a. Public Notice of Meeting
      No Public Comment.

3. **Agenda Approval**
   MOTION: *Sally moved to approve the agenda. Dawn seconded. Motion carried.*

4. **Minutes Approval**
   a. Library Board February 13, 2024 Meeting Minutes*
      MOTION: *Sally motioned to approve minutes of the Jan 9 board meeting. Andy seconded. Motion carried.*

5. **Financial Reports**
   a. Approve Monthly Claims*
      No major items outside of normal. Michele gave an explanation of some of the expenses and noted that the policy is that bills can be paid on standard invoices.

      MOTION: *Dawn motioned to approve the monthly claims. Tom seconded. Motion carried.*

   b. Review Financial Reports
      Michele noted that the budget summary is looking good. We continue to make progress on the bathroom and CIP projects. Some are over budget, due to inflation, but we will dip into reserves for those as-needed.

      Revenue is on track, as are expenditures. Michele has no concerns aside from postage, which was mentioned at the last meeting. Financially we are in good shape overall.

6. **Unfinished Business**
   a. Capital Improvement Plan Update
      Michele reported that the furniture is still being reviewed. The committee is all on the same page and they are finalizing with the designers and she hopes to bring that to the board at the next meeting. Colors will be reviewed at that time as well. We should be pretty close to being within budget for that project as well.

The first bathroom is almost completed and the second bathroom will begin renovation after Spring Break.

Valerie asked a question about the carpet condition. Michele noted that the City Council pushed new carpet back to FY 2025, though she is unsure if they will follow through with that due to the possibility of building a new library and the question of whether or not it is worth it to spend money on new items.

Andy asked about the structural building assessment. Michele noted that we got a quote for $10,000 for the investigation and they will need to dig on the West side of the building to discover what the issue is. This cost is not coming out of our budget, but the city is handling the situation.

7. New Business

None.

8. Reports

a. Director's Report

Michele noted recent activities like DinoFest and various committees she is involved with in the Iowa Library Association. She has been primarily keeping busy with CIP projects.

b. Library Statistics

Statistics look great. Programming is going well. There is a downturn in Library Cards, though Michele is unsure why. Everything else looks great for usage and it continues to go up.

9. Agenda Items for Next Meeting

Andy asked for agenda items for the next meeting. None were mentioned.

10. Trustee Comments

Andy encouraged all board members to be positive about the direction we are going, especially toward city council folks, and the progress - though slow it may be - that is happening.

11. Adjourn

Motion to Adjourn *by Andy. Meeting adjourned at 5:50pm.*