BOARD OF TRUSTEES OF THE INDIANOLA PUBLIC LIBRARY

February 11, 2025

5:30 PM

Indianola Public Library

Present: *Library Director - Michele Patrick, Sally Van Dorin, Andy Brittingham, Randi Malone, Cyd Dyer, Teresa Swan Tuite, Val Craven, Dawn Goodale*

Guest: Shayla Rabe

1. **Call to Order**
   Andy called the meeting to order at 5:33pm.

2. **Public Comment**
   No public comment.

3. **Agenda Approval**
   MOTION: *Sally motioned to approve the agenda. Teresa seconded. Motion carried.*

4. **Minutes Approval**
   a. January 14, 2025 Meeting Minutes*
      MOTION: *Teresa moved to approve the minutes. Andy seconded. Motion carried.*

5. **Friends of the Library Presentation**
   a. Shayla Rabe, President of the Friends of the Library
      Shayla Rabe joined the board meeting to present a report on the Friends of the Library. The Friends have decided to pursue a land purchase proposal for the new library. The lot size is double the size in comparison to our current location.

      The Friends would own the land and would deed it back to the City when they were ready to begin building. This would also allow for a detailed plan to be provided to the public. The contract is not yet signed and it is not fully public information, however, they do hope to do a presentation at Trivia Night. (Shayla also encouraged people to join for Trivia night, as they are currently low on tables.) The plan is to close on the property in June.

      Andy noted that he would like to publicly thank the friends at the appropriate time. Shayla will be in communication about when that is.

6. **Financial Reports**
   a. Approve Monthly Claims*
      Michele presented the monthly claims to the Board. Nothing unusual this month.
      MOTION: *Randi moves to approve the monthly claims. Sally seconded. Motion carried.*

   b. Review Financial Reports
      Michele provided the financial report. She did note that there are some areas where we need to catch up on budgeted spending, but otherwise everything looks good.

7. **New Business**
   a. Policy Review: Debit/Credit Card Policy*
      Michele presented the Debit/Credit Card Policy and made some minor suggestions that just clean up the language.
      MOTION: *Dawn motioned to approve the changes to the Debit/Credit Card Policy. Teresa seconded. Motion carried.*

b. Local Author Policy*

Michele provided background on the Local Author Policy. She noted that this policy provides opportunity to self-published Local Authors in Warren County in specific areas (excluding kids & teens) and noted that the library will consider donated books of fiction, memoirs, poetry, cookbooks, and craft books by local authors for inclusion in the adult collection. This allows the library to support local authors and maintain collection standards.

MOTION: *Dawn motioned to approve the Local Author Policy. Sally seconded. Motion carried.*

8. Unfinished Business

a. Library Project Update

Andy gave an update. The Friends are working on their land proposal and fundraising will be needed. The City Council was notified about this update as well.

A meeting has already been had with OPN Architects and progress is being made. Discussion was had about the vision for the Library and how we will want to roll out the project to the public. OPN has seen the anticipated land and took some photos to work on overall logistics. Key stakeholders are involved and we will begin public outreach in the coming months. Discussion was held regarding additional questions and logistics, but overall we are heading in the right direction!

9. **Reports**

a. Friends of the Library Report

Sally had nothing additional to report aside from being low on Trivia Tables and membership numbers.

b. Director's Report

Michele highlighted the Director's Report and noted the success of the Soup-er Bowl. Jacy was recognized by the City for the event. Michele gave an update on Library Services Reimbursements and noted that we will hear later on if it was approved or not.

Michele believes that it will be a lean year for the budget but the final outcome is yet to be determined.

c. Library Statistics

Library Statistics are looking good - Soup-er Bowl and Seed Programs contributed to good numbers in January. We are seeing some improvement in programs, but not quite where we want to be yet. Circulation overall is healthy and the number of meetings has greatly increased.

10. Agenda Items for the Next Meeting

a. Next Meeting: March 11, 2025

No items mentioned for the next meeting.

11. Trustee Comments

No Trustee Comments.

12. Adjourn

Motion to Adjourn *by Andy at 6:33pm.*