

Library Board Minutes

Date: January 12, 2024

Present: Board: Marilyn Nickel Julie Derby Lois Houghtaling

John Clark Zach Valentine

Staff: Danica Clayton

Approval of agenda: Zach moved with a second from Julie – approved

Minutes of last meeting: Julie moved with a second from Paula

Bills: John moved with second Julie

Committee Reports:

Financial: Board reviewed the year-to-date information and monthly bank reports. The board discussed what insurance fee might look like for the year and wage adjustments as budget preparations will be starting soon.

Librarian’s Report

Numbers:

<b>Over 18</b>	<b>13 to 17</b>	<b>7 to 12</b>	<b>0 to 6</b>	<b>Total</b>
528	42	213	76	859
<b>Computer</b>	<b>Overdrive</b>	<b>Whofi</b>	<b>Library checkouts</b>	
138	392	370	1035	
<b>Reference</b>	<b>Toddler Time</b>	<b>Early out</b>	<b>Total Program Attendance</b>	
57	22	43	102	
<b>Items Added</b>	<b>Items Deleted</b>	<b>Patrons Added</b>	<b>Meeting Room</b>	
95	2	4	5	

Looking to apply through Humanities Iowa to get a program speaker for May for a more affordable cost. All Adair County library directors met with the Adair County Supervisors on Friday, January 5<sup>th</sup> to report on the year and present the funding request (this request was voted on at the county wide library meeting in September).

Unfinished Business

Personnel Policy – discussion of what items we were added or adapted to the personnel policy. Item was tabled until the February meeting to give ample time to review the policy.

Bridgewater Contract – The Library received the proposed contract for library services from Bridgewater. The item was tabled as the board wanted more information on whether Fontanelle was given the same contract and to make sure the correct protocols are followed as laid out by Iowa Code and the State Library of Iowa.

New Business

Director Vacation, Sick, Time-off Transfer – Paula moved with second from John to transfer Danica’s hours to this year-based circumstances of last year.

2024 Wage Adjustments – Tabled, board would prefer to adjust wages with FY, will check with City Hall to make sure that won’t cause any disruptions.

Next Meeting: February 13, 2024 at 5:00pm

Adjournment: John moved with a second from Julie