

Marshalltown Public Library
Board of Trustees
December 20, 2022

Members Present: Tonya Gaffney, Kevin Pink, Judy Lindholm (remote), Ashtyn Beek, Jim Lowrance, Maureen Lyons, Ruzan Morrison
Staff: Sarah Rosenblum, Joa LaVille

President Tonya Gaffney called the meeting to order at 5:02pm.

The minutes of the November 15, 2022, meeting were approved as written.

Operating Bills: It was moved/seconded (Morrison/Lowrance) to approve the bills. Passed.

Old Business: There was no old business.

New Business:

A: Budget Update:

1. Sarah and Kevin Pink met with the City Administrator about the upcoming budget.
2. CIP:
 - A. It was requested to be able to replace the current solar system. The city is now eligible for tax credits.
 - B. Also included in the CIP request is interior design work. Funds would come from the Friends of the Library, but the project would be run through the city.
 - C. Jessica (City Administrator) asked to push the generator project out to 2025.
 - D. Sidewalk replacement: the city might wrap this into another city project
 - E. Utility building for MOBI: this will be paid for by the Friends of the Library
3. General Budget: More funds will be added for utilities and there will be a reduction in operating expenses.

B: Bookmobile Policy: The first draft of the bookmobile policy was presented for review. Katie, Joa and Cher have been looking at policies from other libraries. Please look at the policy draft and send in comments.

C: Council Presentation: Sarah will be giving a brief update to the City Council to give them an idea of what is planned for the Library in 2023, 2024 and 2025.

D: Board Response to Patron Statement of Concern: Last month Sarah gave a recommendation concerning the Statement of Concern. The library staff has recommended not to purchase the items in question. Library policy states that the Board must vote on this recommendation. It was moved/seconded (Lyons/Pink) to accept the recommendation. The motion was passed unanimously.

E: Staff Reports: Katie and Joa were both absent

F: Director's Report:

--Library activities are returning to "normal."

--The City is looking at imposing a franchise fee which would help with general budget

--Resignation: Long-time employee, Jenelle Klavenga, has resigned. Her last day will be January 6. The job description will be posted as soon as possible.

--Bookmobile: Delivery is getting nearer---a check-engine light must be checked. Sarah is working with the city transit manager and with BDH to work out logistics once the bookmobile arrives.

G: Board Photograph Proposal and Contact Information: The State Library can provide board members an email address to attach to their individual photographs. Members agreed to have their individual photos posted.

Public Comment: John Worden and City Councilman, Gary Thompson, spoke about the addition of items to the collection.

The next meeting will be Tuesday, January 17, 2022.

The meeting was adjourned at 5:45 pm.