

SIoux RAPIDS MEMORIAL LIBRARY

AGENDA: LIBRARY BOARD MEETING

Tuesday, September 10, 2024 at 6 p.m.

At the Sioux Rapids Memorial Library

CALL MEETING TO ORDER

APPROVE AGENDA

- A. Approve minutes from previous meeting
- B. Approve monthly bills/financial report

DISCUSSION AND ACTION ITEMS

- C. Board CE report
- D. Communication
 - HR Specifics in Minutes
 - Publicly Posted Discussion
- E. Home Delivery Project
- F. Director's Report
 - Cataloging update
 - Projects
 - Events & programming
 - Bethany's CE

ADJOURNMENT

MINUTES SEPTEMBER 10, 2024

ROLL CALL:

Dorothy Machholz		present
Jamie Dorenkamp		absent
Suzie Haight		present
Denise Pierce		present
Eric Waldstein		absent
Lacy Garberding	City Council Liaison (non-voting)	present
Bethany Peat	Library Director (non-voting)	present

MEETING CALLED TO ORDER AT 6:00 PM

PREVIOUS MONTH'S MINUTES

Motion to approve updated minutes (with notes on director evaluation moved to separate document in order to keep HR details offline) by Dorothy, seconded by Denise, approved unanimously.

BILLS

Motion to approve bills by Dorothy, seconded by Denise, approved unanimously.
(See attached)

DISCUSSION AND ACTION ITEMS

BOARD CE REPORT

	Date	Training/items to share from training
Dorothy Machholz		
Jamie Dorenkamp		
Suzie Haight		
Denise Pierce	6-24-2024	Boardroom series: Policy Development
Eric Waldstein		

COMMUNICATION

All HR details to be kept offline.

HOME DELIVERY PROJECT

About one quarter of people on list contacted by board members.

DIRECTOR'S REPORT given by Bethany, see attached.

Motion by Dorothy, seconded by Denise for **ADJOURNMENT at: 6:50 pm**

DIRECTOR'S REPORT – SEPTEMBER 13, 2024

CATALOGING UPDATE (numbers as of 9-1-2024)

- **Total Completed: 7415**
- **Fiscal 2025: 225**
- **August 2024: 190**

Projects:

- Not as much done in August as hoped because Bethany out sick. Planning for entire school year not completed, but plans for revamped craft club are done, posted, and available at desk and plans for storytimes are ready for about the next 2 months.
- Arranged with school to move bus stop.
- Filled out grant paperwork to get 100 free children's books from Brownstone Book Fund. If grant approved, books should arrive in January.
- Iowa Annual Report in progress.
- WhoFi personalized question sets to replace paper daily tracker sheets finished. Initial staff training on these forms completed.

EVENTS

- August 15 Trivia Night: 3 in attendance
- First craft club: just 1
- Book club Sept. 3—just 1 because several backed out due to conflicts with school sports.
- Make and take: 7
- Craft club 9-10: 3

Upcoming:

- Working on planning a "Read to a dog" event this fall.
- Author Talk with Michelle Cowan on T 10-22-24 @3pm
Michelle Cowan will be here to discuss her book, *Better Not Bitter*, and her experiences after she lost her husband, as well as her teenage daughter's drafting of legislation as part of her grief process. She will have a door prize and a question and answer session as well.
- Possible whiskey tasting /prohibition talk with Ann Hanigan Kotz next spring.

BETHANY'S CE REPORT

Upcoming: Learning Circuit in Cherokee on Sept 26 (all day). Holly to cover library.

Possible: Space Planning Workshop Monday, October 21 @ Spencer City Hall 10-3

Sioux Rapids Memorial Library
AUGUST 2024 Claims Report

Bills Paid After Meeting

Alliant Energy-Aug	\$249.92
State Library of Iowa - Learning Circuit 2024	\$25.00

Total	<hr/> \$274.92
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Bills Needing Approved for Payment

Baker & Taylor - Books	\$62.64
Evertex	\$57.48
GCF Leasing	\$121.18
JCL - (Office supplies)	\$126.00
JCL - (Office supplies)	\$14.83
Advantage Archives, LLC	\$799.60
Baker & Taylor - Books	\$28.48
Baker & Taylor - Books	\$32.41

Total	<hr/> \$1,242.62
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Doreen Marshall
Staff
R. Kusei