

Minutes

**Springville Memorial Library Board Meeting
October 13, 2021, 6:30 PM
Buresh Room**

The Springville Memorial Library Board meeting was called to order at 6:33 PM on October 13th, 2021 by President Deb Vaughn.

Present: Tina Allsup, Marla Carnahan, Susan Cooper, Treva Davis, Daryl McCall, James Porter and Deb Vaughn. Linda Eldred was also in attendance.

Agenda: Motion by Porter, second by Carnahan to approve the agenda as presented, all ayes, motion carried.

Minutes: Motion by Cooper, second by Porter to approve the minutes of the September 8th, 2021 meeting as presented, all ayes, motion carried.

Public Comment: None

Bills:

<u>Company Name</u>	<u>Invoice Date</u>	<u>Item Description</u>	<u>Amount</u>
<u>CREDIT CARD CHARGES:</u>			
Walmart	9/16/2021	Office Supplies	\$3.55
CHARGE TOTAL:			\$3.55
Anamosa Journal-Eureka	8/27/2021	1 yr subscription	\$49.00
Baker & Taylor	8/30/21-9/27/21	Books	\$356.06
Consumer Reports	9/3/2021	1 yr subscription	\$32.10
Diamond Lake Book Co	9/20/2021	Books	\$47.85
Eldred, Linda	9/21/2021	Mileage to Ely	\$10.10
Gardner Media	8/31/2021	Books	\$289.87
The Iowan	9/15/2021	1 yr subscription	\$24.00
Junior Library Guild	11/1/2021	STEAM Kits (Savings)	\$659.70
Junior Library Guild	11/1/2021	Subscription & Books	\$823.60
Linn News Letter	9/7/2021	1 yr subscription	\$49.00
Micromarketing	9/8/21-9/28/21	CD's	\$197.35
Midamerica Books	7/21/2021	Books	\$113.70
PerMar	9/8/2021	FA & BA monitoring 10/1-12/31/2021	\$354.60
PerMar	9/22/2021	Battery	\$70.50
SWANK	9/15/2021	Movie license 10/15/21-10/14/22	\$425.00
Total Bills to be Approved			\$3,505.98

Utility Bills- Preapproved	
Alliant Energy	\$407.11
Black Hills Energy	\$35.35
Wapsi Waste	\$12.00
Springville Telephone	\$48.23
Total Utilities	\$502.69
Total Bills	\$4,008.67

Discussed Movie License and STEAM books. Motion by Allsup, second by Carnahan to pay the bills as presented, all ayes, motion carried.

Income: Reviewed income report

Missing or Damaged fees	001-410-1-4530	\$25.00
Copies/Merchandise Sales	001-410-4-4750	\$40.85
Donations	001-410-2-4705	\$5.00
SILO	001-410-1--4550	
Buresh Room Rental	001-410-4-4310	\$100.00
Recreation Concessions	001-410-1-4755	
Savings	169-410-2-4705	\$1465.00
Total Amount Deposited		\$1635.85

Financial Report: Reviewed September report from the City.

Correspondence: None

Reports:

- **Director's Report**
 - Staffing- New sub employee, Brittany Aldrich.
 - Red Cedar Chamber Concert September 25th concert had 28 people in attendance.
 - Our first two fall take "n" make table is setup in library for patrons to make a fun project at home. There will be a new one each week.
 - Book group will start up in November, will be Nine Perfect Strangers by Liane Moriarty.
 - November 2nd Election Day – recommending closing
 - Harold Gray and his group will be performing on October 14, 2021 @ 6:30-7:30
 - Patron has requested one on one training.
 - Brain Fuse tutoring in math – will be up within the next month.
 - Next week is Friends of the Library week. Vaughn to put something in the newsletter.
 - Direct State Aid check was received – \$1,622.
 - Door counter, Hoopla, charging bench – Hoopla (\$1,000) available end of this week, bench (\$3,000) still being reviewed, door counter currently out of stock and need to look for another one.
 - **Acting on input-results, has been rescheduled for November 17, 2021 10:00-11:00.**
- **President's Report:**
 - Looking into getting some of the Linn County ARPA relief funds for the library
- **Trustees Report:**
 - No report
- **Friends' Report**

- o No report.

Unfinished Business:

1. Window Cleaning: Review three bids. Want more information on the quotes for next meeting.
2. Computer Purchase: Review information for 2 laptops and 4 monitors.
3. Automatic Doors: Strategic plan – Installation company came to do the inspection, but they need electricity first. They will be here next week for electrical work. \$2,500 donations raised by Davis Tractor Pull Association, Security State Bank, and an anonymous community member.

McCall left at 7:35

New Business:

1. Wage Approval – library associate: Library Director recommended a wage of \$9.00
Motion by Cooper, second by Carnahan to approve the new the Library Associate's pay to \$9.30 per hour, all ayes, motion carried.
2. Technology
 - a. Contracting FY 21-22 website maintenance – This falls under Library Director supervision
 - b. Updating computers/deep freeze/troubleshooting, etc. What are the expectations of staff and board? This will be discussed more at the next meeting.

Trustee Comments: None

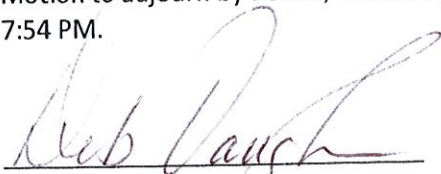
Agenda items for Next Meeting:

- Window cleaning
- Computer purchase
- Automatic door update
- Technology

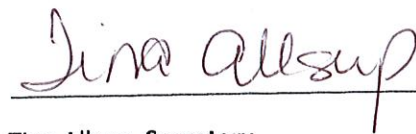
Next meeting:

- Board meeting on November 10th, 2021 at 6:30 PM in the Buresh Room.

Motion to adjourn by Porter, second by Carnahan all ayes, motion carried. Meeting adjourned at 7:54 PM.



Deb Vaughn, President



Tina Allsup, Secretary