WSPL Board Minutes

Location: Webb Shadle Public Library Board Room

Date: May 9th, 2023

Time: 7:00 pm or after HS concert on the lawn

Attendees: Julie Cowden, Jennifer Latch, Eric Hoffman, Tammy Clark, JoEllen Glick

1. Call to order: 7:43 pm.

1. Treasurer’s Report: Balance is $21,025.14 (5/2/23).

* $7250 from Marion County Board of Supervisors was transferred to usable funds by amendment to current budget.
* JoEllen reported corrections to the expense report and reallocated funds from line item “Office” to:
  + $117 - Library Materials (books)
  + $211.03 – Improvements (shelving in storage room)
  + $67.98 – Maintenance/Repairs (paper towels)
* The Board also motioned to reallocate the following from line item “Maintenance/Repairs” to:
  + $1950.97 – Improvements (Motion by Hoffman. Second by Clark. Passed.)
  + $726.67 – Training (Motion by Hoffman. Second by Clark. Passed.)
  + $180 – Programs (Motion by Clark. Second by Hoffman. Passed.)
  + $600 – Tech Services (Motion by Clark. Second by Hoffman. Passed.)
  + $600 – Library Materials (Motion by Clark. Second by Hoffman. Passed.)

1. Bills: Motion to approve all by Hoffman. 2nd by Clark. Approved.
   * + - Science Center of Iowa (Adventure Pass renewal): $250
       - Mediacom: $198.15
       - City of Pleasantville (Water): $54.60
       - Books (various vendors): $148.42
       - Elite Pest: $40.00
       - Mediacom: $188.80
2. Director’s Report: Key takeaways

* The State Library of Iowa contacted JoEllen with good news – Webb Shadle Public Library has attained Tier 3 status, effective July 1, 2023!
* Thermostat not working. Rawson estimated $230 to replace. Cowden will call to see why not under warranty.
* Flagpole will be re-roped Friday with help from Cowden and the school’s lift.
* Two broken computers were examined by Abby Glann. She determined that the motherboards both need to be replaced. She will get us a quote. Alternatively, new towers could be purchased. Glann also suggested purchasing surge protectors, as the damage was likely caused by the sudden loss of electricity.
* The elementary school is interested in co-hosting the Science Center’s Planetarium exhibit next spring for the ABC countdown. The Science Center suggests 2 days for all the classes to be able to go through. Quote is $1000 for two days. The library will pay $500 and the school will pay $500.

1. City Council report: Hoffman attended April meeting. No report. No board member able to attend May’s meeting.

1. Old Business:

* Cowden talked to Lakeside Living about handicap signage. She showed us examples of their product. It is much more affordable. Possibilities include engraved slate and anodized aluminum in black with gold lettering. The Board would prefer to give Lakeside Living the business. Hoffman motioned to approve up to $250 for signs. Clark seconded. Passed.
* Cowden to meet with Elite Glass for third front door bid Thursday. She will ask about adding a door counter. The Board will call a special meeting to make the final decision and get the ball rolling.
* Teen Area:
  + Clark reported that surrounding libraries, Pella and Knoxville, have the commercial grade Infinity tables listed at or around $3500 and are happy with them. The Board would prefer to offer patrons the family game play option available on the previously researched $1000 unit that is like a giant ipad, available now at Nebraska Furniture Mart for $999.99. Hoffman motioned to make the purchase. Clark seconded. Passed.
  + Maple Shelving: JoEllen to list “Wanted: Maple Shelving” on “Library Talk” on State Library of Iowa site and also to research cost of new shelving.
  + Latch to contact ProSource (supplier of new carpeting) to ask about the possibility of changing out some squares in the teen area instead of getting a rug.
* No new leads for board candidates. JoEllen will list the opening created from Stephens’ resignation on the library’s website and Facebook page.
* Nine members from the Christian Church are interested in the CPR class. They recommended June 10th from 9-noon. Cowden checking that date with Jordan VanNess.

1. New Business:
   * JoEllen was approached by Brad Burnett from The Clothes Bin (fillthebins.com) to see if we had interest in supplying outdoor space for one of their bins. They take all varieties of clothes, shoes, and linens and recycle them by donating them or making filler, etc out of the material. The Board would like to see if he would come to our next meeting and give a presentation.
2. Adjourn: 10:07 pm. Motion by Clark. Second by Latch. Approved.

**Our next meeting will be:**

**TBD**

**Possible reschedule from usual 2nd Tuesday (6/13) due to JoEllen’s vacation. (Thursday, 6/8?)**

City council meeting Duty

Trustee Training hours logged in 2022/2023:

Cowden: 5.25 hrs

Stephens: .5 hr

Hoffman: 4.25 hrs

Latch: 5.75 hrs

Clark: 5.25 hrs

(3rd Tuesday of the month at 5:30pm)

* + ~~July: Stephens~~
  + ~~August: JoEllen~~
  + ~~September: Cowden~~
  + ~~October: Clark~~
  + ~~November: Clark~~
  + ~~December: Latch~~
  + ~~January: Cowden~~
  + ~~February: JoEllen~~
  + ~~March: Hoffman~~
  + ~~April: Hoffman~~
  + May: ?
  + June: Latch