WSPL Board Minutes

Location: Webb Shadle Public Library Board Room

Date: December 12th, 2023

Time: 6:00 pm

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

1. Call to order: 6:07 pm.

1. Approve Agenda: Motion by Latch. 2nd by Hoffman. Passed.
2. Community Comment: None.
3. Approve November Minutes: Motion by Hoffman. 2nd by Latch. Passed.
4. Treasurer’s Report: Balance $44,504.50 (12/1/23).
5. Bills: Motion to approve all by Latch. 2nd by Hoffman. Passed. \*See Expense Detail attached.
6. Director’s Report: Key takeaways

* The family of recently departed Betty Conn has asked for memorial money on her behalf to go to the library. JoEllen will communicate some of the projects that money could go towards to the family
* Next week the library will be a drop off/pick up point for 200 sack meals being distributed by Pleasantville Youth Initiative and Pleasantville Youth Group.
* Another applicant interested in serving on the Library Board.
* JoEllen reported that Rachel, City Clerk, notified her that she was over her hours the last two weeks. She noted that it was due to a significant amount of programming all happening at that time, and that the next two weeks would be under hours.

1. City Council report: No report
2. Old Business:

**BUILDING/IMPROVEMENTS UPDATE**

* Hoffman to check in with JoEllen to make sure the door counter app is working correctly with the new router.
* Latch to research and make recommendations for seating for teen area for January meeting.

**LEGALITIES/POLICY**

* Legislation was passed that will take away the library levy (.27/1000 assessed property value) passed in 2021. This will result in a loss of approximately $15,000 in revenue for the library.

1. New Business:

* The Board met via Zoom with library consultant Maryann Mori to discuss an ongoing issue with the Marion County directors regarding funding from the Marion County Board of Supervisors. The other directors are dismayed that our library is not presenting as a united front in regards to their proposal for fund allocations. We explained that the other libraries are not following the Supervisors’ request to come up with a new, more fair and equitable formula for allocation. The current formula is largely based on rural circulation which is an outdated model for today’s libraries given the many other resources they now provide (computers, programs, meeting space, etc.) Mori advised the following:
  + JoEllen should send an email to the Marion County librarians detailing our reasoning and asking to meet to discuss a new formula
  + The Board should recommend a few formulas
  + Maryann showed how to access information on county funding for each library from the State Library website (Libraries>Resources>IA Library Statistics>Public Libraries F18-22 PDF) and will send info on F23 (July 1, 2022-June 30, 2023). We can use this info to see how funding has changed for each library.
* Budget committee to meet after this meeting and again after January meeting if more information becomes available on funding due to levy loss and property tax reduction.

1. Reminders for future:
   * Review Strategic Plan
   * Direct state aid check – amendment to budget needed in February.
2. Adjourn: 8:10pm. Motion by Latch, second by Hoffman.

**The next meeting will take place:**

**Tuesday, January 16th @ 7:00pm**

City council meeting Duty

Total Trustee Training hours logged in 2023/2024:

Cowden: 2.5

Hoffman: 1

Latch: 2.5

Clark: 1

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

* + ~~July 18th: Latch~~
  + ~~August 15~~~~th~~~~: Latch~~
  + ~~September 19~~~~th~~~~: Cowden~~
  + ~~October 17~~~~th~~~~: Hoffman~~
  + ~~November 15~~~~th~~~~: JoEllen~~
  + December 19th: Hoffman
  + January 16th:Cowden
  + February 20th: \_\_\_\_\_\_\_\_\_\_\_\_\_
  + March 19th: \_\_\_\_\_\_\_\_\_\_\_\_\_\_
  + April 16th: \_\_\_\_\_\_\_\_\_\_\_\_\_\_
  + May 21st: \_\_\_\_\_\_\_\_\_\_\_\_\_
  + June 18th: \_\_\_\_\_\_\_\_\_\_\_\_\_

WSPL December 2023 Itemized Bills

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Line Item** | **Inv. #** | **Vendor Name** | **Details** | **Amount** |
| **Telephone** | 8384970960090200 | Mediacom |  | **13.73** |
| **Janitorial** |  | Celeste Hudspeth | Cleaning Service | 125.00 |
| **Utilities** | 546678903 | MidAmerican |  | 218.50 |
| **Utilities** |  | City of Pville | Water | **54.98** |
| **Library Material** | 2037948771 | Baker & Taylor | 23 books | **333.14** |
| **Library Material** | 2037930467 | Baker & Taylor | 3 books | 41.25 |
| **Library Material** | 2037957119 | Baker & Taylor | 7 books | 53.54 |
| **Library Material** | 2037977753 | Baker & Taylor | 4 books | 57.23 |
| **Programs** |  | JoEllen Glick | Children Holiday Party supplies – Hobby Lobby | **68.73** |
| **Other Contract Services** | 250171 | Forbes |  | 108.08 |
| **Improvements** |  | Julie Cowden | Window Decal  515 Creative Designs | **$21.40** |
| **Maintenance** |  | QUILL | Toilet Cleaner  Mr. Clean Cleaner  Toilet Paper | 41.97 |
| **Office Supplies** |  | QUILL | Copy Paper  Card stock  Onyx Pens  Withdrawn Stamper | 88.56 |