

5. New Business:

- Library law presentation tabled until February meeting.
- Cowden/Latch to prepare fiscal year 22/23 budget proposal for consideration at February meeting.
- The library ordinance currently states that board members' term appointments end/begin on January 1<sup>st</sup>. We would like this amended to July 1<sup>st</sup>. Hoffman and Stephens due to have finished their terms Jan. 1 as currently written. Both said they will stay on until issue resolved or they are reappointed. We will also request that 4 year terms be amended to 3 year terms. Cowden to try to get on city council agenda for approval asap.

6. Old Business:

- Waiting on more information from JoEllen in order to consider a raise for part time employee, Jerra Fust.
  - current amount paid to other part time City of Pleasantville employees
  - amount paid to other similar-sized libraries' part time employees
  - worksheet laying out a few different wages and grand totals for remainder of calendar year
- Volunteer/Community Service policy needed asap, as JoEllen has been approached by a person interested in volunteering. Hoffman will finish drafting policy and Board will review at next meeting. Hoffman will also create a Volunteer Request form and get it to JoEllen asap.
- Abby Glann is working on the following website updates required to meet State Library of Iowa tier standards for Accreditation:
  - Patron Audit
  - Policies
  - Board minutes/Agendas
- Accreditation milestones needed for February meeting:
  - Prepare By-Laws for approval (Cowden)
  - Prepare Strategic Plan for approval (Latch)
  - Execute ADA check-list (Hoffman)
  - Photograph book return (Clark)
  - Examine Accreditation Tiers & Standards for compliance and any necessary documentation. #7? #15? #25? Identify 20 of the optional 38 standards that we comply with or need to work on to meet Tier 3 requirement. Forward results of October's General Information Survey to Board members (JoEllen)

7. Adjourn: 9:42 pm. Motion Stephens. 2<sup>nd</sup> Clark. Passed unanimously.

**Our next meeting will be:  
Tuesday, February 14th @ 7:00 pm**