

Mitchellville Public Library
Board of Trustees Regular Meeting
Wednesday, January 27, 2021 @ 6:30 pm
205 Center Avenue North, Mitchellville, Iowa 50169

Meeting called to order by: Deb Thomas-Biggs @ 6:36 pm

Roll Call: Present: Marguerite Helvey, Jerry Butler, Ivan Madson, Joan Allsup and Thomas-Biggs

Also Present: Tammi Dillavou, Library Director Ellen Heather, Trent Auer and several community members

Agenda: Motion by Helvey, second by Madson to approve agenda. Motion passed.

City Liaison: Absent

Public Audience: Tammi Dillavou

Library Minutes: Motion by Allsup, second by Butler to approve the Library minutes for January 8, 2021. Motion passed.

Treasurers Report: Motion by Butler, second by Helvey to approve the Treasurer's report. Motion passed.

Monthly Bills: Motion by Allsup second by Butler to approve January bills totaling \$2,022.26. Motion passed.

Library Statistics: Motion by Allsup, second by Helvey to accept and file the Monthly Statistics. Motion passed.

Director's Report: Motion by Butler, second by Madson to accept and file the Director's Report. Motion passed.

Other Business:

- a. Motion by Madson, second by Helvey to approve phase one of reopening the Library on Wednesday 12-4 pm & Saturday 10 am-1 pm. following COVID guidelines.
- b. Directors evaluation due on February 10th from the board members.
- c. City Employee Handbook vote to adopt as is or with modifications at February meeting.
- d. Budget updates-budgets will be approved per City Council.
- e. Emergency lights have been replaced totaling \$1,100.00.
- f. Revise services for internet & phone services.
- g. Motion by Butler, second by Helvey to approve computer updates. Motion passed.
- h. Heather will get prices for security camera to be located by the front entrance.
- i. Motion by Allsup, second by Butler to approve purchase of generator with the use of Clement Trust grant monies to finance the greater portion of it. Motion passed.
- j. Window bid repairs needed for large window in front of library.

Director's Comments:

Trustee Comments: Add to February agenda: fines, can/bottles, City Employee Handbook & security camera.

Meeting Adjourned: Meeting motion to adjourned by Madson, second by Butler @ 7:46 pm. Motion passed.

Respectfully submitted by: Marguerite Helvey, Board Secretary