**West Liberty Public Library Minutes**

**Date, time:** March 17, 2021 7:00pm

Due to the corona virus pandemic, the March meeting was virtual via Zoom.

**Present at meeting**: Dick Brand, Kelly Daufeldt, Aly Henderson, Fr. Dennis Martin, Virginia Miehe, Larry Miller, Adriana Moreno, future trustee member Araceli Hernandez Flores, library director Allie Paarsmith, and member of the public Carly Duytschaver.

1. **Call to Order** by President Miehe at 7:02pm
2. **Approval of Agenda:** Approval: Brand, Miller 6-0
3. **Approval of Minutes:** Approval: Brand, Miller 6-0
4. **Public Discussion:** Member of the public Carly Duytshaver mentioned that she has heard people asking when the library will be open “more” to check out more than books and browse in person more.
5. **Financial Report:** motion to accept: Miller, Martin 6-0
   1. **Climate Engineers invoice:** motion to pay this invoice: Daufeldt, Brand 6-0
   2. **Kanopy invoice:** motion to pay this invoice: Miller, Henderson 6-0
   3. **Painting Quote:** motion to table until further details are available of current bids: Brand, Miller 6-0
6. **Director’s Report:** The report included an update on the Nichols contract, trustee recommendation of Araceli Hernandez Flores, a minor roof leak that was fixed by DC Taylor, the library being able to offer Kanopy streaming, two volunteers, and that staff is planning for the Summer Reading Program.
7. **Announcements from Members:** Kelly Daufeldt mentioned that she had heard from a patron that is eager to come in to the library to browse in person more freely.
8. **Old Business:** 
   1. **Pandemic Level Review:** a motion was not made, therefore the library will continue to stay at Service Level 3.
   2. **Trustee Recommendation:** motion to submit Araceli Hernandez Flores’ name to mayor for trustee recommendation: Approval: Daufeldt, Miller 6-0
9. **New Business**
   1. **Review Conduct Policy:** motion to accept conduct policy: Approval: Brand, Moreno 6-0
   2. **Review Child Safety Policy:** motion to accept child safety policy: Approval: Miller, Henderson 6-0
   3. **Youth Department Update Logistics (discussion):** The discussion focus was on the arrival of shelving units and the installation of the units. They should arrive by the end of March and installation will begin early April. Painting will need to occur in this time frame.
10. **Closed Session:** motion to move to closed session: Approval: Daufeldt, Henderson 6-0 The board went to closed session at 7:50. Motion to move out of closed session: Approval: Brand, Moreno 6-0. The board was out of closed session at 8:36pm
11. **Adjournment** at 8:36pm by Miller, Moreno 6-0