

West Liberty Public Library Minutes

Date, time: November 17, 2021 7:00pm

Present at meeting: Dick Brand, Aly Henderson, Araceli Hernandez Flores, Shannon McMichael, Virginia Mieke, Larry Miller, library director Allie Paarsmith, and member of the public Carly Duytchaver.

- I) **Call to Order** by President Mieke at 7:00pm
- II) **Approval of Agenda:** Approval: Brand, Miller 5-0
- III) **Approval of Minutes:** approved as read
- IV) **Public Discussion:** Member of the public Carly Duytchaver noted that the library website has out of date staff pictures and inquired about donating used books.
- V) **Financial Report:** Approval: Miller, Brand 5-0
- VI) **Director's Report:** The report included that the library has hired two shelvers.
- VII) **Announcements from Members:** The Building Committee and Director Paarsmith met regarding the Roth Electric quote. A decision was made to seek a second quote from Kessler Electric.
- VIII) **Old Business:**
 - a. **Trustee Term Expiration Dates:** accept term expiration dates as written: Approval: Miller, Hernandez Flores 5-0
 - b. **Closure on November 28:** approve the closure: Approval: Henderson, McMichael 5-0
- IX) **New Business**
 - a. **Computer Quote:** it was decided to table this discussion in order to seek more information about the City's relationship with Dell and possibly get a second quote: Approval: Miller, Henderson 5-0
 - b. **Countywide trustee meeting date:** Director Paarsmith will report that the board prefers December 6 or 7.
 - c. **Policy Review-Homebound Services Policy:** approve policy as written: Approval: Brand, Henderson 5-0
 - d. **Board Continuing Education- chapter 10- Evaluating the Library Director:** Director Paarsmith discussed this with the board.
- X) **Adjournment by** Brand, Hernandez Flores at 7:47pm.