

West Liberty Public Library Minutes

Date: October 19, 2022 | **Time:** 7:00 pm

Present at Meeting: Library Board Members Kenneth Brooks, Vanessa Espinoza, Maria Lugo, Samuel Morel, and Shannon Schneider, along with Library Director Allie Paarsmith, and City Council Liaison Dana Dominguez.

- I. Call to Order**
- II. Approval of Agenda:** Motion by Brooks, Second by Schneider, 5-0
- III. Approval of Minutes:** Motion by Brooks, Second by Lugo, 5-0
- IV. Public Discussion:**
 - A. None
- V. Financial Report:** Motion by Schneider, Second by Morel, 5-0
- VI. Director's Report:** Given by Paarsmith
- VII. Announcements from Members:**
 - A. None
- VIII. Old Business:**
 - A. Strategic Plan Review**
 - a. Previous plan was reviewed by Paarsmith and other library staff members. Their ideas were shared and an updated plan will be drafted.
 - B. Capital Improvement Plan**
 - a. Paarsmith presented her numbers to begin the capital improvement plan. She is interested in reaching out for some outside help in completing this for the upcoming fiscal year.
 - C. Equipment Revolving Plan Review**
 - a. Staff collaborated on technology needs and updates. The plan will need to be rewritten for this fiscal year.
- IX. New Business:**
 - A. Closed session for director goal setting**
 - a. Motion to go into closed session by Brooks, Second by Lugo, 5-0
 - b. Motion to end closed session by Morel, Second by Lugo, 5-0
- X. Adjourn Meeting:** Motion by Lugo, Second by Morel, 5-0