

West Liberty Public Library Minutes

Date: November 26, 2022 | **Time:** 7:00 pm

Present at Meeting: Library Board Members Richard Brand, Kenneth Brooks, Maria Lugo, Larry Miller, and Shannon Schneider, along with Library Director Allie Paarsmith.

- I. Call to Order**
- II. Approval of Agenda:** Motion by Brooks, Second by Lugo, 4-0
- III. Approval of Minutes:** With correction about Johnson Controls contract in the Financial Report; Motion by Brand, Second by Schneider, 4-0
- IV. Public Discussion:**
 - A. None
- V. Financial Report:**
 - A. Allie will check on Liability Insurance payments as well as utility and telephone payments.
 - B. Motion by Brand, Second by Lugo, 4-0
- VI. Director's Report:** Given by Paarsmith
- VII. Announcements from Members:**
 - A. Thank you to Director Allie Paarsmith for her presentation at the West Liberty Business Association Luncheon.
- VIII. Old Business:**
 - A. None
- IX. New Business:**
 - A. Ken's Welding Rail Repair**
 - a. Rail in front of the old entrance is a hazard, Paarsmith will contact Ken's Welding to fix it.
 - b. Motion by Schneider, Second by Brooks, 4-0
 - B. Advantage Archive Microfilm & Website Update**
 - a. Advantage Archive to help with microfilm/digitizing the 2021 West Liberty Index.
 - b. Invoice will be paid after all the work is completed.
 - c. Motion by Brand, Second by Maria, 4-0
 - C. Charitable Fund Representative Appointment**
 - a. Paarsmith met with the new representative to discuss goals for the fund.
 - b. Looking to appoint another fund representative other than Paarsmith.
 - c. Paarsmith will ask board member Samuel Morel to be that representative; motion tabled until next meeting.
 - D. Preliminary Budget Approval**
 - a. Goals for the budget are to increase wages and rely less on the reserve fund.
 - b. Paarsmith plans to present to the County to ask for more funds.
 - c. Liability Insurance payments will be updated.
 - d. Motion by Brand, Second by Lugo, 3-1
- X. Adjourn Meeting:** Motion by Brand, Second by Schneider, 4-0