

Springville Memorial Library Board Meeting
November 8, 2023

The Springville Memorial Library Board meeting was called to order at 6:30PM by President Tina Allsup.

Roll Call- Present: Tina Allsup, Marla Carnahan, Treva Davis, Kelly DeVore, James Porter. Absent Daryl McCall and Deb Vaughn. Director Linda Eldred was present, also present was Amos Eldred.

Moved by Porter, second by Carnahan to approve the agenda as presented. All ayes, one absent, on seat vacant. Motion carried.

Moved by DeVore, second by Porter to approve the October 11, 2023 minutes as presented. All ayes, one absent, one seat vacant. Motion carried.

Public comments-A. Eldred spoke

<u>Company Name</u>	<u>Invoice Date</u>	<u>Item Description</u>	<u>Amount</u>
<u>CREDIT CARD CHARGES:</u>			
Aldi	10/15/2023	Kleenex	\$ 6.69
CHARGE TOTAL:	\$ 6.69		
Baker & Taylor	9/26-10/17/23	Books	\$ 135.33
Broad Reach	10/10/2023	Books	\$ 139.77
Diamond Lake Books	10/30/2023	Books	\$ 265.65
East West Books	1/27/2023	Books	\$ 120.94
Kids Reference Co.	9/8/2023	Books	\$ 71.95
Lakeview Books	10/16/2023	Books	\$ 386.13
Micro Marketing	10/26/2023	CD's	\$ 64.88
OMC	10/23/2023	Contract and usage	\$ 123.60
Smart Apple Media	9/21/2023	Books	\$ 315.66
Total Bills to be Approved			\$ 1,630.60
Utility Bills- Preapproved			
Alliant Energy			
Black Hills Energy			\$ 41.61
Wapsi Waste			\$ 13.00
Springville Telephone			\$ 47.52
Total Utilities			\$ 102.13
Total Bills			\$ 1,732.73

Moved by Davis, second by Carnahan to approve the bills as presented. All ayes, one absent, one seat vacant. Motion carried.

City finances and income report was reviewed. The quarterly interest for Linn Area Credit Union CDs was Building-\$219.40 and Savings \$228.37. Thank you to the city for implementing the change.

Income:

Missing/Damaged Fees	\$3.00
Copies/Merchandise Sales	\$31.00
Buresh Room Rental	\$140.00
Savings	\$150.00

Correspondences: A letter from Easton Parker was received telling how thankful he was for the library. An email from Terry Dalton (author Wilson wife) thanking the library for the good program for the author visit. Wanda Young sent pictures of her kids with items they had checked out of the library.

Director's Report:

- The 2023 annual survey is done and submitted. A copy is at the circ desk
- The Christmas Tree Walk will begin after Thanksgiving
- Starting November 9, the hours for Thursday will be 10-6
- Waiting for Accreditation form to come online from the State site.
- We are still getting patrons from Marion and Cedar Rapids

President's Report:

- Vaughn has resigned from the Library Board effective November 1, 2023
- Still working with Dee to make policy book electronic

Committee Reports:

Budget & Finance-Will meet in November and present proposed budget FY24-45 at the December meeting.

Policy- Revision and adoption of policy on agenda.

Personnel-Nothing to report

Strategic Planning-Nothing to report

Public Relations-Status of brochure and put on back of newsletter and put in city's welcome packet. Edie has been putting information into the Penny Saver.

Unfinished Business:

Building issues: Gates gave a bid to replace the light lens for the ceiling lights in the main library. Moved by Davis, second by Devore to accept the bid of \$365.25 to replace the six lenses. All ayes, one absent, one seat vacant. Motion carried.

New Business:

1. Devore presented the revisions for Sta-15, Sta-15d and Form F. Moved by Porter, second by Carnahan to approve the revision to Sta-15 and Sta-15d with the addition of Tina Allsup's name on Form F. All ayes, one absent, one seat vacant. Motion carried.

2. Devore presented the new policy Sta-15e, discussion was held. Moved by Davis, second by DeVore to adopt policy Sta-15e as presented. All ayes, one absent, one seat vacant. Motion carried.

Trustee Comments:

Porter brought up putting up a Trustee tree for the Christmas Tree Walk, we have a tree to use, everyone bring vintage ornaments. Will decorate on December 2 at 10:00AM. SANSI will put their tags for presents on the big tree in the lobby. December 16 the city will hold their Christmas activities at the library.

Agenda items for the next meeting:

1. Building issues
2. Proposed budget FY24-25

Next meeting on December 13, 2023

Moved by Devore, second by Porter to adjourn. All ayes, one absent, one seat vacant. Motion carried.

Meeting adjourned at 7:28PM

Tina Allsup, President

Treva Davis, Secretary