

City of West Liberty Public Library
West Liberty Public Library Board of Trustees
Regular Meeting Minutes from January 15, 2025
West Liberty Public Library Lower-Level Meeting Room

Present at Meeting:

Board President: Samuel Morel (via zoom)

Board Vice-President: Hannah Chesmore-Potts

Trustees: Maria Lugo, Sergio Guerrero-Ibarra, Ken Brooks (via zoom)

City Council Liason: Josh Shiltz

Library Director: Allie Paarsmith

Assistant Director: Ali Oepping

- I. Call to Order – 7:03pm**
- II. Approval of Agenda – Motion by Chesmore-Potts, Second by Brooks 4-0**
- III. Approval of Minutes – Motion by Chesmore-Potts, Second by Guerrero-Ibarra 4-0**
- IV. Public Discussion – Library has been very busy since the New Year and the rollout of new hours**
- V. Financial Report**
 - a. Looking into changing payment method for Blaine Kelly / CI3
 - b. The carpet on the lower-level was cleaned and looks great
 - c. Carpet cleaning cost came out lower than the estimated amount
 - d. **Approve bills with carpet cleaning – Motion by Chesmore-Potts, Second by Lugo 4-0**
- VI. Director's Report**
 - a. Working with Brittany Woodson (City Communications Specialist) on the 'Know Your Community' aspect of the strategic plan
 - b. Rolling out new Sunday programming
 - c. Lunch & Learn sessions will start in September, beginning with an overview of Rosetta Stone
 - d. Tony Newton/Soapbox Laundry is generously sponsoring our Lotería program
 - e. HVAC issues on 1/15/2025 (heater went out) have been fixed
 - f. Phone calls to patrons with overdue items have begun
 - g. First Celebrity Storytime for 3rd graders was a success
- VII. Announcements from Members**
 - a. None
- VIII. Old Business**
 - a. **V&K contract – Approved**
 - i. Motion by Brooks, Second by Guerrero-Ibarra 4-0
 - b. **Strategic Plan Finalization – Approved**
 - i. Motion by Chesmore-Potts, Second by Lugo 4-0
- IX. New Business**
 - a. **Kanopy PPU Budget – Approved to add \$1,000 to the fund**
 - i. Motion by Chesmore-Potts, Second by Guerrero-Ibarra 4-0
 - b. County Budget Presentation – will take place on Tuesday, January 21
- X. Adjourn Meeting – Motion by Lugo, Second by Chesmore-Potts 4-0**