

Elkader Public Library Board of Trustees
Regular Board Meeting – Tuesday, April 8, 2025

1. Call to Order – President Jen Wilwert called the meeting to order. Board members present were: Susanne Hankey, Joe Minor, Bob Griffith, Matthew Wilke, Jennifer Garms and Kim Warpinski. Also in attendance was Library Director Alexandra Bomhoff.
2. Approval of the Agenda – Hankey moved to approve the agenda. Minor seconded. Motion carried.
3. Minutes from Last Month's Meeting – Garms moved to approve the March minutes. Griffith seconded. Motion carried.
4. Financial Report – Reviewed.
5. Payment of Bills – Garms moved to approve the payment of bills with the addition of the Culligan, Gordon Flesch and Alpine bills. Wilke seconded. Motion carried.
6. Director's Report – Reviewed.
7. Unfinished Business
 - a. Disaster Response Plan Update: Reviewed table of contents and requested that Bomhoff have the first six pages (Contact Information) ready for review at the May meeting.
 - b. Public Library Legislation in Iowa Updates: Both state bills that were currently being watched did not move on after the last funnel. We continue to keep an eye on the Federal level legislation.
8. New Business
 - a. Building Use Policy: Warpinski moved to adopt the Building Use Policy with the revisions of adding a comma after the word "cultural" in the first paragraph, changing the upper case "S" to a lower case "s" in staff in the third paragraph, and deleting "the technology manager," from the third paragraph. Hankey seconded. Motion carried.
 - b. Collection Evaluation and Selection Policy: Garms moved to adopt the Collection Evaluation and Selection Policy as reviewed. Hankey seconded. Motion carried.
 - c. Custodian Records Policy: Minor moved to adopt the Custodian Records Policy with the revision of "The Library Director" instead of the original "The director of the library" in the first paragraph. Wilke seconded. Motion carried.
 - d. Display and Exhibit Policy: Tabled until next meeting, with the request that the "release form" be available to review at the next meeting.
 - e. Trustee Training: Iowa Library Trustee's Handbook, Chapter 5: "Approving and Monitoring the Budget": Reviewed
9. Friends of the Library Report – Reviewed March minutes.
10. Public Comments – None
11. Adjournment – Warpinski moved to adjourn the meeting at 5:54 PM. Griffith seconded. Motion carried. Next meeting is scheduled for May 13, 2025 at 5:00 PM.

Respectfully submitted,
Kim Warpinski, Secretary/Treasurer