

April 8, 2024 Board minutes

The meeting was held at the library

The meeting was called to order by President Dian Nowell at 5:32 P.M.

Roll Call: Paula Martin, Dian Nowell, Mary Tuel, Doug Dellachiesa, Beth Kisch

A motion was made to approve the agenda by Mary, seconded by Doug, and the motion was carried.

A motion was made to approve the minutes by Mary, seconded by Paula, and the motion was carried.

A motion was made to approve the bills by Mary, seconded by Doug, and the motion was carried.

Public comment: none

Correspondence: none

Budget: Final March numbers:

Total revenue: \$4,652.17

Total expenses: \$3,822.52

Reports:

Tentative expenses for April: \$3,291.66

Who-Fi: 17 unique visitors used this service, 33 total visits, 34 sessions

Circulations: Bridges: 19 check-outs, 4 unique users

Circulations: 90 check-outs, 68 check-ins, 74 items added, 0 items deleted

A motion was made to approve the consent agenda by Mary, seconded by Beth, and the motion was carried.

6 people attended the trivia night and 3 people attended the garden class.

Erin has the kids part of the Summer Reading Program set. She is still working on the Adult program. Part of the kids program will be decouping the letters for the back wall of the library. Erin will purchase 18" wooden letters from Hobby Lobby. It will say Lehigh Public Library.

Erin also gave us information on the potential of having Dinosaurs at River Days 2025. The cost of this would be between \$3,000.00-\$3,500.00. Asking community groups for donations, fundraising, and places like the Deardorf Grant will be options.

Programming Ideas: We need to think of ideas for programs that will draw more people.

Erin stated that the library would be closed on April 17, 2024, so she could attend training and a consortium meeting.

Community Survey Review: Very positive for the most part. Erin has made bigger signs for the different book sections. Signs in the post office, bank, and community center would let people know the services of the library.

Policy Review: The city and the library personnel policy should align. Erin will go through both policies and we will finalize it at our next meeting.

A motion was made for the library to pay for Erin to have a membership in the Iowa Library Assn., and Small Library Assn. by Mary, and seconded by Doug, and the motion was carried.

Enrich Iowa/Direct State Aid agreement: Erin told us that this agreement needs to be signed and sent in. This is how the library receives money from the state. It is the same agreement that is signed and sent in every year.

Directors Evaluation: Everything on the evaluation was very good. Erin will run numbers to see if the budget for the next fiscal year can accommodate a \$1.50 raise for Erin. We will vote on this next meeting. A new Director Evaluation will be created after we create a new strategic plan.

Erin told us that after we got the new static IP address she could access Foundations Development. It is a collection of grants that non-profits can apply for. It can only be accessed at the library.

Agenda items for the Next Meeting

1. Events Update
2. Strategic Plan Ideas *possible committee assignment
3. Finish Personnel Policy

Upcoming meetings

1. Regular Meeting: May 13, 2024 at 5:30 P.M.

A motion to adjourn was made by Mary, and seconded by Beth, and the motion carried. The meeting was adjourned at 6:21 P.M.

Minutes submitted by Secretary Beth Kisch