

City of West Liberty Public Library
West Liberty Public Library Board of Trustees
Regular Meeting Minutes from November 20, 2024
West Liberty Public Library Lower-Level Meeting Room

Present at Meeting:

Board Vice-President: Hannah Chesmore-Potts

Trustees: Brianna Harvey, Maria Lugo, Ken Brooks, Sergio Guerrero-Ibarra, Rachel Morrison

Library Director: Allie Paarsmith

Assistant Director: Ali Oepping

- I. Call to Order 19:02**
- II. Approval of Agenda:** Motion by Member Brooks, Second by Morrison, **5-0**
- III. Approval of Minutes:** Motion by Brooks, Second by Guerrero-Ibarro, **5-0**
- IV. Public Discussion:**
 - A. None
- V. Financial Report:**
 - A. Paarsmith now has access to the system and was able to run the report.
 - B. Discussion on the reserve fund and where those funds are coming from
 - C. Presented bills- will not pay Basepoint until issues are resolved
 - D. Motion to accept and pay bills by Harvey, Second by Morrison, **5-0**
- VI. Director's Report:** Given by Paarsmith
- VII. Announcements from Members:**
 - A. Rotary- annual coat drive distribution happens this week at St Joseph's Sat-Tues, still accepting donations (coats or money). Make appointment for privacy
 - B. Rotary is inviting everyone to their centennial celebration- \$25 covers everything. It is a celebration and not fundraiser.
- VIII. Old Business:**
 - A. Carpet Cleaning- options presented with Klein Chem-Dry as the recommendation. Motion to approve by Morrison, second Guerrero-Ibarro **5-0**
 - B. Strategic plan objectives- motion to approve by Harvey, second by Lugo **5-0**
- IX. New Business:**
 - A. Shelving quote**
 - a. Children's collection is out of space. New shelf for \$6,360, 50% deposit due now and rest upon invoice- Library Furniture International
 - b. Motion to approve the purchase of the shelf within compliance of the city's purchasing requirements motion by Brooks, second by Guerrero-Ibarro, **5-0**
 - B. Gambling license**
 - a. \$150 fee to apply
 - b. Motion to approve Guerrero-Ibarro, Second by Brooks, **5-0**
 - C. Capital campaign committee**
 - a. Rachel Morrison- chair, Josh Shulz, Mark Smith, Becky Feldman, Ann Lehman, two additional members as needed
 - b. Building Committee will need to meet
 - c. Motion to approve committee by Brooks, second by Lugo **5-0**

X. Adjourn Meeting: Motion by Harvey, Second by Morrison, **5-0**