

West Liberty Public Library Minutes

Date: June 26, 2024 | Time: 7:00 pm

Present at Meeting: Library Board Members Samuel Morel, Hannah Chesmore-Potts, Brianna Harvey, Maria Lugo, Ken Brooks, along with Director Allie Paarsmith, Assistant Director Ali Oepping, City Council Liaison Josh Shiltz

- I. Call to Order**
- II. Approval of Agenda:** Motion by Member Brooks, Second by Lugo, **3-0**
- III. Approval of Minutes:** Motion by Member Chesmore-Potts, Second by Brooks, **4-0**
- IV. Public Discussion:**
 - A. None**
- V. Financial Report:**
 - A.** Trust is sitting significantly lower than expected. Expectation is to get needed reports in timely manner and all data needed will be included. Director could alternatively get trained on the system to run reports on her own.
 - B.** Motion by Brooks, Second by Chesmore-Potts, **4-0**
- VI. Director's Report:** Given by Paarsmith
- VII. Announcements from Members:**
 - A.** Vanessa is resigning from the board to go back to school. We will be looking for applicants.
 - B.** Praise for Shannon (children's director) stopping by daycare for a reading.
- VIII. Old Business:**
 - A. Committee Assignments and Meetings**
 - a. Whoever takes over for Espinoza may take on her committee responsibilities.
 - b. Morel chose to extend his term to 2028
 - c. Absolve DEI committee for now
 - d. Harvey will join the Bylaw/PR committee
 - e. Proposal to have a committee meet once a month to get on the same page and get another set of eyes on everything
 - B. Schedule Strategic Planning Meeting**
 - a. Tentatively set for Thursday, August 15th at 7pm, food and drink will be provided
- IX. New Business:**
 - A. Hours of Service Policy Review and FY25 Calendar**
 - a. August board meeting will move up due to back to school night
 - b. Committee meetings will meet alphabetically
 - c. Motion by Harvey, Second by Lugo, **4-0**
 - B. Bearded Dragon Donation**
 - a. Will need a care schedule, suggested quarterly rotation
 - b. Motion to accept donation by Chesmore-Potts, Second by Brooks, **4-0**
 - C. V&K Contract for Renovation**
 - a. Current renovation projections are over \$300,000, but expected to get it down to \$200,000.

- b. Further questions were raised regarding the info from Tara. Building/Grounds committee may attend meeting to discuss a reduced quote or get a contract and fulfill it once the fundraising goal is fulfilled.
- c. Different grants were discussed
- d. Motion to sign contract is not approved

X. Adjourn Meeting: Motion by Brooks, Second by Lugo, **4-0**