**West Liberty Public Library Minutes**

**Date, time:** May 19, 2021 7:00pm

The May meeting was in person and via Zoom.

**Present at meeting**: Aly Henderson, Fr. Dennis Martin, Virginia Miehe, Larry Miller, Adriana Moreno, library director Allie Paarsmith, WLPL liason David Smith, and member of the public Carly Duytschaver.

1. **Call to Order** by President Miehe at 7:02pm
2. **Approval of Agenda:** Approval: Miller, Henderson 4-0
3. **Approval of Minutes:** Approval: Miller, Martin 4-0
4. **Public Discussion:** Director Paarsmith followed up on the Book Boxes and said the project will now be handled by the Rotary Club.
5. **Financial Report:** motion to accept: Moreno, Henderson 4-0
6. **Director’s Report:** The report included that a WLPL staff member has taken a position at City Hall, on June 7 the Youth Department will be ready to reopen, the WLPL has received funding of adult take and make kits and adult programming through the Peggy Barber Tribute Grant, and arrangements are being made for Antelope Lending Library to begin this summer.
7. **Announcements from Members:** President Miehe noted that the recent concert performance played by the YANA Quartet was fantastic. Larry Miller brought up that there is currently only one person on the Personnel committee and that this committee typically has more than one member; Adriana Moreno volunteered to join this committee. Adriana Moreno shared recent updates to the University of Iowa’s mask rules.
8. **Old Business:** 
   1. **Director Goals:** The information shared from Director Paarsmith was for informational purposes
9. **New Business**
   1. **Policy Review: Circulation Policy:** motion to adopt this policy; Approval: Miller, Moreno 4-0
   2. **Policy Review: Services Policy:** motion to adopt this policy; Approval: Moreno, Miller 4-0
   3. **Capital Improvement Plan: Meeting Room Upgrade**
      1. **Engineering Services Proposal:** motion to approve the engineering services proposal for lower-level improvements; Approval: Miller, Moreno 4-0
10. **Adjournment** at 7:51pm by Miller, Martin 4-0