

City of West Liberty Public Library
West Liberty Public Library Board of Trustees
Regular Meeting Minutes from February 19, 2025
West Liberty Public Library Lower-Level Meeting Room

Present at Meeting:

Board President: Samuel Morel

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

City Council Liaison: Josh Schultz

Library Director: Allie Paarsmith

Assistant Director: Ali Oepping

- I. Call to Order 19:09**
- II. Approval of Agenda:** Member Guerrero-Ibarra, Second by Harvey, **4-0**
- III. Approval of Minutes:** January and February minutes will be tabled until May
- IV. Public Discussion:**
 - A. Sara Sedlacek- Information on Capital Fundraising
 - B. Go straight through charitable fund with gifts
- V. Financial Report:**
 - A. Bills have been paid- first V&K bill came due and second part of shelves installed
- VI. Director's Report:** Given by Paarsmith
- VII. Announcements from Members:**
 - A. None
- VIII. Old Business:**
 - A. Capital Campaign Update
 - i. Application for Ryan Trust was submitted
 - ii. \$25,000 from Midwest One Bank has been approved and will be paid over 5 years
 - iii. We will be using Library Furniture International for furniture
 - iv. We have new 3D renderings. Feedback for these renderings will be given to Tara.
- IX. New Business:**
 - A. **Trustee Recommendations**
 - a. Maria Lugo has resigned and her position will need to be filled.
 - b. Option A- Have Sara Sedlacek fill out an application and submit her as a recommendation to the Mayor for appointment at the next Council meeting.
 - c. Option B- solicit for other applications and discuss during May meeting
 - d. Motion to approve option A by Harvey, second by Morrison **4-0**
 - B. **Exterior Security Quotes**
 - a. Nick Heath has provided 2 quotes for external security. Nick's recommendation is the Verkada system which is the more expensive option, but includes more exterior cameras, AI recognition, and scheduler for keycard
 - b. Option A- Approve ITS quote for the Verkada system
 - c. Option B- Approve the Tri-City Electric quote for the other system
 - d. Option C- Seek additional information
 - e. Motion to table by Morrison, Second by Guerrero-Ibarra, **4-0**

C. New Language Database

- a. Oepping looked into different options because Rosetta Stone is increasing cost to \$6000
- b. Option A- Transparent Language- 110+ languages, no extra costs, total \$1,000 with 10% discount for 2 year commitment
- c. Option B- Mango Languages: 70+ languages, child learning extra \$500, ASL extra \$500, total \$1,900
- d. Motion to approve by Option A Guerrero-Ibarra, Second by Harvey **4-0**

D. Archive Duplicates

- a. There are 3-4 active archive volunteers. They have found duplicate yearbooks that the Depot would like to have.
- b. Option A- Allow volunteers to repatriate duplications in our archive to local history organizations with permission from the Director or Assistant Director
- c. Option B- do not approve this
- d. Motion to approve Option A by Morrison, Second by Brooks **4-0**

E. FY26 Calendar

- a. Calendar for the year was discussed
- b. Option A- Approve calendar
- c. Option B- Propose new calendar
- d. Motion to approve Option A by Guerrero-Ibarra, Second by Morrison

F. Staff Evaluations

- a. Forms will be sent out to evaluate the Director

X. Adjourn Meeting: Motion by Harvey, Second by Guerrero-Ibarra, **4-0**