

West Liberty Public Library Minutes

Date: November 8, 2023 | **Time:** 7:00 pm

Present at Meeting: Library Board Members Richard Brand, Ken Brooks, Vanessa Espinoza, Maria Lugo, Larry Miller, and Shannon Schneider along with Teen Advisory Board Members Mya Elizondo and Vanessa Burk, Director Allie Paarsmith, City Council Liaison Josh Shiltz, City Clerk Shari Hoffert, and Deputy City Clerk Emily Reinhardt.

- I. Call to Order**
- II. Approval of Agenda:** Motion by Brooks, Second by Brand, 5-0
- III. Approval of Minutes:** Tabled until next month.
- IV. Public Discussion:**
 - A. Introduction of City Clerk Hoffert & Deputy City Clerk Reinhardt**
 - a. Introductions, discussion of financial reports, and questions from the board.
- V. Financial Report:** Motion by Brooks, Second by Lugo, 5-0
- VI. Director's Report:** Given by Paarsmith
- VII. Announcements from Members:**
 - A. None**
- VIII. Old Business:**
 - A. Space Utilization Discussion**
 - a. Look into other options of renovations including adding City Hall offices and meeting spaces.
 - b. Paarsmith will meet with Geertz and their designer to discuss options and next steps.
 - B. Trustee Recruitment**
 - a. Open board positions will be posted.
 - b. Board will discuss and recommend members at the December meeting.
- IX. New Business:**
 - A. Climate Engineers Invoice**
 - a. Motion by Brand, Second by Schneider to approve payment of the invoice, 5-0
 - B. Circulation Policy Review**
 - c. Motion by Brand, Second by Espinoza to approve changes to the Circulation Policy, 5-0
- X. Adjourn Meeting:** Motion by Brand, Second by Brooks, 5-0