

**Indianola Public Library
Board of Trustee Meeting Minutes
February 11, 2020**

Present: Library Director Michele Patrick, Jim Lee, Cyd Dyer, Pat Hicks, Colleen Willmott, Betsy Freese, and Andy Brittingham.

Absent: Tom Smith

The meeting was called to order by President Jim Lee at 5:30 p.m.

The agenda was approved as presented.

The minutes of the January 14, 2020 meeting were approved with no corrections or additions (motion Cyd Dyer; second Colleen Wilmott).

The minutes of the January 24, 2020 meeting were approved with no corrections or additions (motion Pat Hicks; second Andy Brittingham).

Financial Report: Approve Monthly Claims: Motion by Betsy Freese and seconded by Colleen Willmott to approve the monthly claims. Motion approved.

Review of Expenditures and Revenue: The City has been delayed in posting expenditures for January, so the expenditures report is incomplete.

Digital Signage: The Library Director is considering options for the incorporation of digital signage in the IPL. This would allow updated notifications and information to be available to patrons.

Director's Report: 1.) The City has launched its new website. Allison Brown lead the effort to redesign the IPL portion of the webpage. 2.) The rearrangement of the children's section to represent "Picture Book City" is near completion. The response from children and parents has been positive. 3.) Both the Indianola Police and Fire Departments generously donated toy police and fire stations to the children's area. 4.) The IPL Director has continued her discussions with the executor of the Mary Hickman estate regarding her generous donation. 5.) The part-time Library Assistant position has been advertised and the process of interviewing applicants has begun. 6.) The IPL Director will attend an upcoming City of Indianola retreat to discuss the future direction and priorities of the City.

Monthly statistics (January 2020) were reviewed and discussed. Despite being closed for two weeks in January, circulation and programming attendance remains strong.

Old Business: Trustee's discussed and approved the final draft of the IPL 2020-2025 Strategic Plan. (motion Pat Hicks; second Betsy Freese).

New Business: Trustees reviewed and approved a proposal to create a summer intern program. This person would primarily assist with the Summer Reading Program in addition to other duties as needed. (Motion by Pat Hicks; second Cyd Dyer).

Friends Report: The Friends of the IPL are considering the "Library of Things" project.

Trustee Comments: The next meeting will be March 10, 2020.

Meeting was adjourned at 6:10 pm.

Secretary,

Andy Brittingham