

**Indianola Public Library  
Board of Trustees Meeting Minutes  
March 9, 2021**

**(This meeting was held remotely using Zoom due to the COVID-19 pandemic. The meeting was made open to the public via reserved space at the IPL and following social distancing guidelines as well as a public comment form.)**

**Present:** Library Director Michele Patrick, Cyd Dyer, Colleen Willmott, Andy Brittingham, Emmett Konrad, Sally Van Dorin, Tom Smith and Melanie Hundertmark.

The meeting was called to order by President Andy Brittingham at 5:33 p.m.

There were no public comments.

The agenda was approved without change (motion Cyd Dyer; second Sally Van Dorin).

The minutes from the February 9, 2021 meeting were approved (motion Emmett Konrad; second Andy Brittingham).

Trustee Handbook Chapter 1: First Things First was reviewed.

**Financial Report:** Approve Monthly Claims: Motion by Sally Van Dorin and seconded by Tom Smith to approve the monthly claims. Motion approved. (Note: Trustee signatures will be added to approved invoices at a later date).

Monthly Financial Reports were reviewed (motion: Sally Van Dorin; second: Cyd Dyer). Motion approved.

Fiscal Year 22 Budget was reviewed (motion: Cyd Dyer; second: Emmett Konrad). Motion approved.

**Director's Report:** Library of Things debuted this month. Jacynthia West has been hired as the Adult Services Librarian and will start on April 5<sup>th</sup>. The Library is currently advertising for 2 new library assistants. After hiring these positions, the library will have enough staff to open on Sunday afternoons. Library staff toured both the Ankeny and Ames Libraries to gather ideas.

Monthly Statistics: Monthly statistics were reviewed.

**Old Business:**

Building Project: Steering Committee Update: Andy Brittingham updated the Board on the last Steering Committee Meeting.

Building Project: Everyday Library: Michele informed the Board that they are working with EveryLibrary to help with messaging for the library in relation to the referendum.

**New Business:**

Review of Alternate Fee Structure: Michele presented and the board discussed preliminary ideas on an alternate fee structure.

**Friends Report:** Cyd indicated that the Virtual Dr. Seuss event was a success. There was a Facebook Live program as well as goodie bags that could be picked up at the library. Wes Blanchard resigned from the Friends Board.

**Trustees Comments:** No Trustee comments

The meeting was adjourned at 6:40pm. (motion: Cyd Dyer; second: Sally Van Dorin)

Secretary,

Colleen Willmott