

Indianola Public Library
Board of Trustees Meeting Minutes
July 13, 2021

(This meeting was held remotely using Zoom and in person. The meeting was made open to the public via reserved space at the IPL as well as a public comment form.)

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

The meeting was called to order by President Andy Brittingham at 5:30 p.m.

There were no public comments.

An agenda was approved (motion Sally Van Dorin; second Tom Smith).

The minutes from the June 8, 2021 meeting were approved (motion Emmett Konrad; second Tom Smith).

The board reviewed Chapter 4 of the Trustee Handbook: Hiring a Library Director.

Financial Reports:

Monthly Financial Reports were reviewed. Monthly Claims were approved (motion: Colleen Willmott; second Cyd Dyer).

Unfinished Business:

There was no unfinished business.

New Business:

Election of Officers: The election of officers was tabled until the August meeting.

Policy Review: Library Bylaws (motion: Colleen Willmott; second Sally Van Dorin) Motion approved.

Policy Review: Personnel (motion: Cyd Dyer; second Tom Smith) Motion approved.

Policy Review: Internet Policy (motion Colleen Willmott; second Sally Van Dorin) Motion approved.

Policy Review: Community Room (motion: Colleen; second Emmett Konrad) Motion approved with addition of a \$30 refundable deposit for parties with food events as well as provisions to increase length of time the room is used for, if available.

Director's Report: Michele updated the board on the summer reading program. Attendance has been good. Jacy was awarded an American Rescue Plan Act for \$5000 which will be used for electronic equipment for virtual programming, bookwalk supplies, hot spots for the Library of Things and for additions to the Indianola Advantage collection (ebooks/audiobooks). The library is now able to offer wireless printing, so patrons will be able to print from any device while in the library and will also be able to print from home and come to the library for pick up. The Community Room will be reopening August 1. Helping Hand has installed the refrigerator in the library's east lobby.

Monthly Statistics: Monthly statistics were reviewed. Circulation is continuing to increase.

Friends Report: There was no Friends meeting.

Agenda Items for Next Meeting: No items were discussed.

The meeting was adjourned at 6:00pm. (motion: Tom Smith; second: Sally Van Dorin)

Secretary,

Colleen Willmott