

Wellman Scofield Library
Minutes March 7, 2023

Present: Sarah Latcham, President, Melody Rowe, Ashleigh Nelson, Marcus Miller, Erin Campbell, Director.

Absent: Becca Droll, Bud Julifs, Chad Surom

No guests.

Melody moved to approve the agenda, seconded by Ashleigh. Motion carried.

Minutes of the February 13, 2023 meeting and the special meeting Feb. 27, 2023 were approved. Ashleigh moved and Melody seconded.

Financial Report:

A new scanner was purchased. \$13,860.00 was paid to Martin Gardner Architects. Wayfair was a grant from the Wellman Rotary. These funds were used to buy an outdoor bench, shelves and some graphic novels for children. Melody moved to approve the bills, seconded by Ashleigh. Motion passed.

Directors Report- Erin

Friday story time attendance has been low. May cut this until after the expansion project. Question asked if volunteers need to undergo a background check. Two of the current volunteers are students and come through Mid-Prairie. The other volunteer "worked" at the library previously. None are in the library alone or work directly with children.

Do we need more volunteers? Erin isn't sure if volunteers can be left alone in the library. Erin will check when she talks to the state library consultant. Is there a way to "hire a sub" if needed when someone is sick. Melody is available at times.

Sarah and Melody shared about their interview with Carrie. Sarah, Melody and Chad were part of the interview. They recommended we hire Carrie and reported on her positive, thoughtful answers.

Marcus moved to hire Carrie Geno as the Director of the Wellman Scofield Public Library as of March 8, 2023 at a rate of \$17.00 per hour, with a \$.50 raise in six months given a satisfactory job performance. Melody seconded. The motion was approved.

Erin reported on steps she has taken to ease the transition This includes setting up training sessions with the State library and the Kalona and Washington libraries. Erin will also set up a meeting with the city to go over budgeting. Erin's new job at the Cedar Rapids Public Library starts March 14.

New Board members: Mark Schneider declined his nomination to serve on the board. Bud will continue until we find a replacement.

There are to be seven people on the board. To change this requires a city election. Erin and Carrie went through a list of people who might be good candidates.

Carrie was interviewed on a podcast "Round Guy Radio"

KCTC - Erin drafted a letter to send to KCTC. She called and asked for a copy of the contract so that Carrie can have one for her files. So far KCTC has not provided one. The plan is to revise the letter and have the city attorney review it, before sending it to KCTC. The contract is costing us between \$68 to \$76.00 a month on a three year contract for Carbonite, a computer security program. After some discussion, Erin was encouraged to stop paying the monthly fee pending resolution of the contract.

Erin and Carrie will start advertising for the part-time Assistant Librarian position tomorrow.

Meeting was adjourned at 8:42.

Minutes recorded by Marcus Miller