

Wellman-Scofield Public Library
711 4th St
P.O. Box 420
Wellman, IA 52356
Telephone 319-646-6858 * Fax 319-646-6561

Monday, June 10, 2024

Board of Trustees
6:30 p.m.

Agenda:

Item 1: Call to Order and Roll Call

Present: Marcus, Carrie, Tim, Jo, Jamie, Melody, Ashleigh

Not present: Luke

Item 2: Introduction of Guests

- a. No guests

Item 3: Correspondence

- a. No correspondence

Item 4: Approval of Agenda

- a. Motion to approve: Tim, 2nd: Melody

Item 5: Approval of Minutes unless there are exceptions to:

- a. Board of Trustees Meeting May 13, 2024
 - i. Motion to approve: Tim, 2nd: Jo

Item 6: Approval of May 2024 Bills

- a. Seed Savers: starting a seed library. Seeds are free, \$30 shipping to get seeds.
 - i. Motion to approve: Jamie, 2nd: Melody

Item 7: Director's Report and Discussion

- a. Waiting to install tv in teen area - need to get Switch policy written up
- b. online booking for program & study rooms up and running
- c. inventory almost complete
- d. minutes now public record on website
 - i. Motion to approve: Jo, 2nd: Jamie

Item 8: Unfinished Business:

- a. Clerk Position
 - i. Jonathan Adam hired - 6 hours/week
- b. Extended Library Hours
 - i. Tuesdays starting in August (or at director's discretion) the library will be open until 8
 1. Motion to approve: Jamie, 2nd: Jo
- c. Director Evaluation
 - i. Received 6 responses. All 4's & 5's, overwhelmingly positive feedback.
 - ii. Pay increase - \$1/hr
 1. Motion to approve: Jamie, 2nd: Melody

Item 9: New Business

- a. Director's Report/Statistics Reporting
 - i. Board is liking the new way of reporting statistics graphically
- b. Security Cameras
 - i. need to purchase three additional cameras: out front, teen lounge, junior fiction, or possibly rearrange a bit
 - 1. Motion to approve: Tim, 2nd: Melody
- c. Tai Chi Programming
 - i. Evening option - someone could be trained to teach a class to be taught in the evenings. Heritage Area Agency on Aging would cover training cost.
- d. Facilities Policy Update
 - i. Adjustment to set-up, tear-down, and clean-up - users are responsible for each of these.
 - 1. Motion to approve: Jamie, 2nd: Jo
 - ii. Find out what city rules are for alcohol use.
- e. Kanopy
 - i. Up to \$50/month for in-city residents to access.
 - ii. could show some programs publicly
 - iii. month by month basis
 - 1. Motion to approve: Tim, 2nd: Jo
- f. Countywide Board Training Dates
 - i. Looking for a date mid-August
- g. Director Vacation
 - i. Carrie gone July 16-29

Item 10: Comments, Questions, Other Business

- a. Teen Council will reconvene in the fall
- b. leaks are fixed
- c. still need to do final walkthrough
- d. Sitler Trust - where is the money? How much? Is it getting spent?

Adjournment.

The next regular meeting is scheduled for July 8, 2024 at 6:30 p.m.