

Chariton Free Public Library

February 6, 2020

The Chariton Free Public Library Board held its regular monthly meeting in the boardroom Thursday, February 6, 2020 pursuant to notice given under the Iowa Open Meetings law. The meeting was called to order at 5:34 p.m.

Trustees Dixon, Esper, Fenton, McGee, Mefferd, Sharp and Utesch were present. Librarian Kris Murphy was present.
Also present: City Manager Laura Liegois, Program Librarian Dawn Morgan, LCGS President Linda Jurgens.

Mefferd amended the agenda to include the swearing in of new trustee Justin Sharp.

Mefferd amended the agenda to hear the Public Forum prior to the other agenda items.

Public Forum: Linda Jurgens spoke on behalf of the Lucas County Genealogical Society in response to the Library Staff's suggestion that they relocate their collection to an office in the Senior Center. The Genealogy Society was very surprised at the suggestion as Library staff had not discussed it with them prior to finding a suitable location. The office at the Senior Center had recently been vacated and Library staff were informed of its availability.

Trustees questioned Jurgens about the Genealogical Society. The Society currently has 39 members each paying \$10 in dues annually, meets 4 times a year, and has a bank balance of around \$29,000. The 2015 agreement between the Library Board and the Genealogical Society (attached) lays out the terms of their occupation of the former music room. One stipulation was that the Society provide annual financial reports to the Library Board. Another was that the "Genealogy Room" would be staffed by genealogy volunteers at least 50% of the Library's open hours. Neither stipulation has been met. Jurgens estimated the room gets 5 or 6 visiting researchers per month, and interacts with other researchers via phone and email. Genealogy is willing to downsize to fit into a smaller location, but unwilling to be located somewhere other than the Library.

Library Staff offered to volunteer to scan all of the paper documents located in the genealogy collection and to maintain them on the Library's website under the current Genealogy tab.

A 90 day notice is required to terminate the agreement between Genealogy and the Library Board. Jurgens thought that higher rent, even for less space, might be acceptable.

Mefferd recounted the history of Genealogy's access to the library space. He mentioned that the upcoming renovation projects will require some storage of materials and reorganization of spaces. The Board invited Genealogy to attend our March meeting.

The **Agenda**, as amended, was unanimously adopted on a motion from McGee, seconded Utesch.

The **Minutes** of the last regular meeting were unanimously approved on a motion from Fenton, seconded by Sharp.

Correspondence: Program Librarian Dawn Morgan received notification of a \$10,000 from the DEKKO Foundation.

January Financial Statement & December Treasurer's Report were accepted on a motion from McGee, seconded by Esper.

Claims were unanimously approved on a motion from Fenton, seconded by Utesch.

Grants: Murphy submitted a grant report to SCICF. Next application due March 1st. We will request collection funds again.

Old Business:

- a. Library Funding – Supervisors Meeting – Larry Davis assured us that the County would comply with the legally required minimum payment for services at \$17,588. The Supervisors suggested contacting the other small towns in the county, attending their council meetings and requesting payment for services.

b. RFP Pre-Bid Meeting

Mefferd, Dixon and Murphy attended the Pre-Bid Meeting. Bryce Travis was the only local contractor to attend the meeting. A representative of Schemmer, a firm out of Grimes, Iowa, also attended. Edward Soenke of The Design Partnership of West Des Moines did not attend the meeting as he'd already visited the Library to ask questions, tour the facility and look at problem areas. The deadline for bid submission is February 14th.

New Business:

a. Genealogy Relocation:

Murphy and Morgan both spoke about the increased program services that would be possible if Genealogy no longer occupied the old music room. Murphy compared the 27 visitors in Genealogy's visitor log since July of 2019 to the 1,811 program attendees Morgan's programming had served in that same amount of time.

Murphy presented plans depicting the new Program Room for which Morgan has secured grant funding – the plan for the space currently occupied by the Genealogical Society's collection. Murphy spoke of the lack of storage and activity space for programming, describing how materials for planning and implementing programs are located throughout the building. She also noted the dismal greeting that is walking into the north entrance to several closed doors due to the fact that genealogy doesn't staff the room, and spoke of the need to let the meeting room be a meeting room again, rather than a free-for-all space.

The new Programming Room would contain programming materials and offer a desk for program planning all in one location, as well as offer a regularly open space for teens and families to make noise and interact, and a location for the STEAM and MakerSpace activities we can't currently offer in our existing space.

Mefferd suggested a committee to discuss the programming/genealogy situation.

Morgan made a brief presentation on the Library's new website.

b. Fenton moved to implement new Library Hours of Monday-Thursday 10:00 – 7:00 and Friday and Saturday 10:00 – 5:00 effective beginning Friday February 14th, 2020. Dixon seconded and the motion passed unanimously.

c. Library Long Range Plan – tabled.

d. Selling of Donated Items @ ½ Price Books or online – tabled.

Director's Report: attached.

The meeting was adjourned at 7:45 p.m. on a motion from Fenton, seconded by Esper.

Lois Dixon, Secretary