

Chariton Free Public Library
January 13, 2022

The Chariton Free Public Library Board held its regular monthly meeting in the multipurpose room at the Library on January 13, 2022 pursuant to notice given under the Iowa Open Meetings law. The meeting was called to order at 6:10 p.m.

Trustees Fenton, Mefferd, Meyer (virtual), Seuferer, Sharp, and Watkins-Schoenig (virtual) were present. Librarian Murphy was also present.

The **Agenda** was unanimously adopted on a motion from Mefferd, seconded by Seuferer.

Public forum: none

The **December 2021 minutes** were unanimously approved as amended on a motion from Meyer seconded by Mefferd.

Correspondence:

- a. Donation from Patti and Denny Bisgard
- b. Donation from Sharon and Larry Squibb
- c. Resignation of Program Director Dawn Morgan

The **November 2021 Financial Statement and Treasurer's Report** were reviewed.

The **December 2021 Claims** were reviewed by the board. It was recommended by Meyer and Watkins-Schoenig to withhold \$7,500 from the payment to Primo Heating and Cooling based on work not completed, with payment to be authorized upon completion of work. After discussion, the **December 2021 claims** were unanimously approved on a motion from Meyer, seconded by Mefferd.

Old Business:

Library Staff Wages: The board reviewed the new staff wages as part of the library's budget proposal to be presented to the City Council.

Adoption of Library Calendar: The board discussed the proposed 2022 Library Calendar. Meyer moved to adopt the Library Calendar with the inclusion of June 20th (Juneteenth) as a staff in-service day. Motion seconded by Watkins-Schoenig and approved unanimously.

New Business:

Policy Review: After discussion, it was moved by Sharp and seconded by Mefferd to approve the circulation, operations, and meeting room policies as amended by the policy committee. The motion passed unanimously.

Library Director Evaluation: It was moved by Seuferer and seconded by Meyer to table the library director's evaluation to the February board meeting. Motion carried unanimously.

Committee Reports:

Building & Grounds Committee: See attached minutes

Construction Committee: See attached minutes. Murphy updated the board on the preliminary results of the foundation inspection by the architects.

Executive Committee: The executive committee met to review the agenda for the January board meeting. The committee decided to move the review of the board's contract with the Lucas County Genealogy Society to February to allow more time for the library board and the LCGS to review the present contract. The board met with Librarian Murphy to discuss the results of the Library Director's evaluation.

Fundraising Committee: did not meet

Policy Committee: The policy committee met to review the board policies for internet, circulation, operations, and meeting room policy. The committee decided to table review of the Internet policy pending completion of network upgrades by Mainstay Inc. The committee recommended changes to the circulation, operations, and meeting room policies for board review.

Technology Committee: did not meet

The December 2021 **director's report** was reviewed.

The meeting was adjourned at 6:39 pm on a motion from Seufferer, seconded by Fenton.

Justin Sharp
CFPL Board Secretary

The next meeting of the CFPL Library Board will be Thursday, February 10th, 2022 in the Boardroom of the Library.

Building Committee Minutes

The Building Committee of The Chariton Library Board met Tuesday afternoon, January 11, in the board room. Marcia, Linda, and Kris were in attendance.

Linda emphasized as the meeting began the goal of the library board and the library staff should be the same---to make our library the best possible. All agreed.

1. Outside Lighting—After over a month Alex Drake responded to our text asking him to check out the lighting on the north side of the building. He spoke to Kris about several issues as noted in the director's report.
2. Door on the Programming room—Kris noted she wasn't able to do that by herself. Marcia offered to find some help at an upcoming meeting.
3. Programming site—Linda stated that the Building Committee thought that changing the genealogy room to the programming site might be worthwhile considering, and again opening up both stairways as accesses to the room. The genealogy group would then move to the meeting room. Kris stated that the library staff would love to have the genealogy room for programming but the meeting room would need to be kept as the meeting room because there wasn't another room in the library big enough for groups that might want to use it. Marcia questioned what groups actually use the meeting room. Kris stated that there were actually 5 groups that use that room including: an adult Anime Club, Optimae Services, DHS visits, speech therapists, and family groups for family and holiday parties. ...more brainstorming to follow.
4. Kris suggested we do a community survey to see how the community views our library and how the community would like to see it used.
5. Lauri and Kris will be doing the summer programs.

Submitted by Linda