

**Chariton Free Public Library**  
**October 7, 2021**

The Chariton Free Public Library Board held its regular monthly meeting in the multipurpose room at the Library on October 7, 2021 pursuant to notice given under the Iowa Open Meetings law. The meeting was called to order at 5:30 p.m.

Trustees Fenton, Mefferd, Meyer, Miller, Pillsbury-Allen, Seuferer, and Sharp were present. Librarian Murphy and City Manager Liegois were also present.

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

**Public forum:** none

The **September 2021 minutes** were unanimously approved on a motion from Meyer seconded by Miller.

**Correspondence:** A \$100 donation was made to CFPL by Patricia McKinley for the purchase of children's books

E-mail correspondence was exchanged between Laura Liegois and Nancy Lahart regarding the annual meeting of the CFPL Foundation.

Librarian Murphy also presented a letter from her to the CFPL Foundation requesting fundraising assistance with library renovations

The **September 2021 Financial Statement** was reviewed. The board noted the cost incurred to transfer bequest monies and expressed a desire to avoid those fees with future transfers. Meyer expressed a desire to have the full treasurer's report available at the November meeting. Mefferd moved to accept the financial statement, seconded by Pillsbury-Allen. Meyer called for a roll call vote.

Fenton:	Yes
Mefferd:	Yes
Meyer:	No
Miller:	Yes
Pillsbury-Allen:	Yes
Seuferer:	Yes
Sharp:	Yes

The motion to accept the September 2021 Financial Statement was approved.

The **September 2021 Claims** were unanimously approved on a motion from Mefferd, seconded by Seuferer.

**Grants:**

CFPL Foundation: donation request letter submitted on September 9<sup>th</sup>.

**Old Business:**

The board held a second reading of the amendment to Article V Section 1 of the Chariton Library Board of Trustees Bylaws to read:

Section 1: The regular meeting of the Board of Trustees shall be held in the board room at 5:30pm on the ~~first~~ **second** Thursday of each month. The President may call a special meeting at any time so long as legal notice is given under the Iowa Open Meetings Law. A special meeting shall be called upon the written request of any member.

After discussion, the second reading of the amendment was moved by Meyer and seconded by Miller. A roll call vote was taken:

Fenton: Yes  
Mefferd: Yes  
Meyer: Yes  
Miller: Yes  
Pillsbury-Allen: Yes  
Seuferer: Yes  
Sharp: Yes

Having passed the second reading, the bylaws were so amended.

Library Programming: The board and Librarian Murphy discussed resuming on-site, in-person library programming and resuming public use of the library meeting room. Librarian Murphy presented a record of programming expenses dating back to August 2021. Murphy explained that current, off-site programming is significantly less cost-effective than traditional on-site programming due in part to patrons not returning programming materials. Murphy expressed a desire to resume on-site, in-person programming based on staff and patron wishes to resume.

After discussion, Mefferd made a motion that the CFPL not resume on-site programming and not allow public use of the meeting room at this time, due to ongoing public health concerns. Meyer seconded. Sharp called for a roll call vote.

Fenton: Yes  
Mefferd: Yes  
Meyer: Yes  
Miller: No  
Pillsbury-Allen: No  
Seuferer: No  
Sharp: No

Seuferer moved to reconsider the motion, and to consider the two issues separately with more information at the next meeting. Pillsbury-Allen seconded the motion to reconsider. Sharp called for a roll call vote.

Fenton: Yes  
Mefferd: Yes  
Meyer: Yes  
Miller: Yes  
Pillsbury-Allen: Yes  
Seuferer: Yes  
Sharp: No

The motion to reconsider carried, and the board directed Librarian Murphy to work with city officials to find the capacity of the meeting room, so that half capacity and social distancing protocol in the meeting room could be considered, and discussed at the November board meeting.

## **New Business:**

The board reviewed the bid from Mainstay Systems to reconfigure and upgrade existing wireless network equipment. The board discussed funding sources for the cost of the project, and expressed a desire to include a technology line-item as part of the next library budget. Seuferer moved to approve the bid, seconded by Pillsbury-Allen.

Board president Fenton established a Building & Grounds Committee made up of Linda Miller and Justin Sharp

Board president Fenton established a Construction Committee made up of Ray Meyer and Rachael Watkins-Schoenig.

Board president Fenton established a Policy Review Committee made up of Jim Mefferd and Marcia Fenton.

Board president Fenton established a Technology Committee made up of Bevin Pillsbury-Allen and Susan Seuferer

## **Committee Reports:**

The fundraising committee met and decided not to move forward with a fundraising campaign until they have a more complete picture of the library's finances, as well as the scope and details about the renovation project so that they can better determine the library's financial need.

The September **director's report** was reviewed.

The board discussed meeting before the next meeting to complete a **board training** exercise.

The meeting was adjourned at 7:30pm on a motion from Pillsbury-Allen, seconded by Meyer.

The board discussed the possibility of changing the November board meeting date, as it falls on Veterans' Day. No action was taken and the meeting date will remain the same.

Justin Sharp  
CFPL Board Secretary

The next meeting of the CFPL Library Board will be Thursday, November 11, 2021 in the Meeting Room of the Library.