

Chariton Free Public Library

Thursday September 5, 2019

The Chariton Free Public Library Board held its regular monthly meeting in the boardroom Thursday, September 5, 2019 pursuant to notice given under the Iowa Open Meetings law. The meeting was called to order at 5:31 p.m.

Trustees Dixon, Esper, Fenton, Mefferd, Utesch and Watkins-Schoenig were present. Librarian Kris Murphy was present. City Manager Laura Liegois was also present.

The **Agenda** was unanimously adopted on a motion from Fenton, seconded by Dixon.

The **Minutes** of the last regular meeting were unanimously approved on a motion from Utesch, seconded Watkins-Schoenig, with a notation that regular August 2nd meeting time did not allow for a quorum. The rescheduled meeting was held the following Monday, August 5th.

Correspondence: Murphy Spoke with Thomas C. Wollan, AIA, LEED AP, Partner **frk architects + engineers**. He emailed a couple examples of RFPs we might use as guidelines to create our own RFP to send to him and to other companies. Didn't get any response from the other two companies contacted. Murphy will work on our RFP and meet with Liegois to go over the draft prior to finalizing it and sending it out to several companies.

The **Financial Statement** & the **June 2019 and July 2019 Treasurer's Report** were accepted.

Claims were approved on a motion from Watkins-Schoenig, seconded by Dixon.

Grants: Received \$6,000 from the Vredenburg Foundation to be spent on storage/organization for the circulation area (\$640), and also on the digitization of local newspapers up to 2018/2019 (\$5,360). Murphy contacted Advantage Preservation to OK the quote & ask for the process to be started. She immediately began purchasing items for the circulation desk, but is still waiting on some to be shipped.

Old Business:

- a. A Budget Committee Meeting was scheduled for September 30th at 5:00 p.m. Murphy, Esper, McGee, and Mefferd will attend.

New Business:

- a. Murphy will distribute Library Policies that need reapproved prior to Accreditation via email. Trustees will read through them & discuss at the October meeting.

Director's Report: attached.

The meeting was adjourned at 6:35 p.m. on a motion from Esper, seconded Dixon.

Lois Dixon, Secretary