

Chariton Free Public Library

July 15, 2021

The Chariton Free Public Library Board held its regular monthly meeting in Council Chambers at City Hall on, July 15, 2021 pursuant to notice given under the Iowa Open Meetings law. The meeting was called to order at 5:34 p.m.

Trustees Fenton, Mefferd, Miller, Pillsbury-Allen (online), Sharp and Watkins-Schoenig were present. Librarian Murphy and City Manager Liegois were present. Architects Ed Soenke & Tim Heilkema, Engineer Lynn Vannoy and Mayor Denny Bisgard were also present.

The **Agenda** was unanimously adopted as amended to include the resignation of Trustee Lois Dixon on a motion from Mefferd, seconded by Miller.

Architect Presentation:

Lynn Vannoy visited the library earlier in the day to look at the HVAC units. He reported that two of the upstairs units have failed (north building) and the other (south) is working hard. All of them should be replaced with more efficient units of a smaller size, so that they'd do a better job of dehumidifying the building. Of the downstairs units, the one that services the south (original) part of the basement has failed completely and should be replaced with the addition of a "whole house" dehumidifier. Even after the foundation repairs, the humidity in the basement must still be controlled. He spoke with a Trane dealer who thought it would be at least 8 weeks before we could get the units. Murphy will supply him with a list of local HVAC contractors, including any brands they are associated with.

There was a great deal of discussion concerning the mold found in the west utility room, which we believe to exist in the closet under the south stairs as well. The Board directed Murphy to purchase more dehumidifiers, one for each basement room.

Ed Soenke and Tim Heilkema also visited the library to view the leakage from the heavy rains, the mold, and assess how to deal with the south stairs in the next phase of the project. Ed noted that the downspouts (which Murphy thinks were installed when the roof repair was done in 2008) are actually directing a great deal of water from the gutters right to the south stair area. This is exacerbating both the leak issues and the disintegration of the south stairs themselves and the limestone adjacent to the steps.

When asked about the timeframe for the trenching project, Soenke said that it would likely still be 2 weeks before bids came in for it, and that the work would likely not start until September. Watkins-Schoenig asked that the Board be provided an updated printed timetable, plan and list of what will be addressed in all phases of the revitalization project, including new price estimates.

Liegois and Bisgard asked that the Board provide an outline of where funding was coming from and specifically what it would pay for as the revitalization proceeds. Discussion of fundraising was tabled until McGee could be present.

Discussion was held about the landscaping plan provided by Genus Landscaping. Liegois reminded Murphy that she should attend the Historic Preservation meeting on 7/19/21 to keep them in the loop when discussing how changes to the landscaping will affect the appearance of the Library façade. Murphy plans to start attending the monthly meetings to present any repairs or changes being discussed by the Board during the revitalization.

Public Forum - none

The **June 2021Minutes** were unanimously approved as amended to include the pricing for the landscaping plan, \$2,500, on a motion from Watkins-Schoenig, seconded by Miller.

Correspondence: Mefferd mentioned that he'd seen Paul Goldsmith, who told him what a wonderful library we have.

TREMCO Warranty received

Keith & Peggy Goldsmith Memorial, \$100 given by Paul & Leslie Goldsmith

Dave Brandt Donation, "The Letter Keeper" by Charles Martin

Open Access Patron Report & Direct State Aid Report submitted to State Library.

Infomax Contract Termination Letter

The June 2021 Financial Statement & May 2021 Treasurer's Report were accepted.

The July 2021 Claims were unanimously approved on a motion from Mefferd, seconded by Fenton.

Grants –

- a. ARPA - **\$5,000 awarded** towards purchase of exterior charging stations.
- b. SCICF Grant **awarded \$10,000** for Building Work
- c. Vredenburg Foundation – Grant Request for Building Work – submitted 7/2/21
- d. Coons Foundation – Donation Request for Building Work – submitted 7/12/21
- e. Johnson Foundation – Donation Request for Building Work – submitted 7/12/21
- f. Chariton Public Library Foundation – Donation Request for Building Work (not yet submitted)
Murphy will contact Alyse Hunter.

Old Business

- a. Fundraising Committee – tabled.

New Business

- a. Mefferd moved to accept the Mainstay IT Contract Quote for \$150/month, \$1,800/year. Watkins-Schoenig seconded and the motion passed unanimously.
- b. Mefferd moved to close the library on Monday August 9th for a Staff Inservice Day to deliver emergency and staff procedures training. Miller seconded and the motion passed unanimously.
- c. Policy Review – Operations Policy, Internet Policy, Conduct Policy tabled to August meeting.
- d. Watkins-Schoenig moved to accept, with regret, the resignation of Trustee Lois Dixon. We're very grateful for her years of service. Sharp seconded and the motion passed unanimously.

Other Business - none

Director's Report attached.

The meeting was adjourned at 7:57 p.m. on a motion from Watkins-Schoenig, seconded by Miller.

Kris Murphy , Secretary pro tem

The next meeting of the Library Board will be Thursday, August 5, 2021.