

Chariton Free Public Library

August 5, 2021

The Chariton Free Public Library Board held its regular monthly meeting in Council Chambers at City Hall on August 5, 2021 pursuant to notice given under the Iowa Open Meetings law. The meeting was called to order at 5:58 p.m. once a quorum was present.

Trustees Fenton, Pillsbury-Allen (online), Seuferer, Sharp, and Watkins-Schoenig were present. Librarian Murphy and City Manager Liegois were present. Architectural team members Ed Soenke & Tim Heilkema and Lynn Vannoy were also present. Jim Mefferd attended the meeting as a guest.

The **Agenda** was unanimously adopted as amended to include the acceptance of Tim McGee's resignation from the board and consideration of the architectural plans for HVAC and Drainage Remediation, on a motion from Fenton, seconded by Seuferer.

Architect Presentation:

At 5:38 trustees present spoke with the architects for clarification on the materials they'd submitted. Sharp asked if waterproofing work for the south stairs was the reason another \$15,000 had been added to that estimation. Soenke confirmed that was the case. Fenton asked if the stairs would be returned to their current state after the project. Soenke said they were not replacing the stairs. Instead they would be addressing the drainage issues beneath the stairs as part of the drainage remediation. Soenke mentioned that the downspouts adjacent to the stairs would be relocated to the corners of the building. Sharp asked Murphy if Historic Preservation was okay with that, and Murphy responded that during her presentation at their meeting, none of the group had any issues with relocation of the downspouts.

At 5:58 a quorum was achieved with Watkins-Schoenig in person and Pillsbury-Allen online.

Sharp asked about the difference in the HVAC options from the 12/1/2020 plan and the current plan. Watkins-Schoenig asked why we went from 6 units being replaced to 4 replacements and the fact that both jobs seemed to have the same cost estimate despite the difference in units replaced. Vannoy explained that in addition to price increases due to Covid, that what was actually to be installed in the basement included a "whole house" dehumidifier to address moisture issues. Vannoy said that we needed to order the units right away, and they would still not be available for 6 – 8 weeks.

Sharp asked about the easement listed in the documents. Soenke explained that a 12 foot easement would be necessary as the trenching and regrading would affect the property adjacent to the west of the Library building. Liegois will address the easement issue.

Watkins-Schoenig again asked for a timeline from the architects. They presented a timeline of work already completed rather than the future timeline she requested at the July meeting.

Watkins-Schoenig moved to allow the architects to move forward with the RFPs for the HVAC (as outlined in Item #4 on the plans) and Drainage Remediation. Seuferer seconded and the motion passed unanimously. The Board will address an HVAC maintenance schedule and plans for future replacement of the remaining units in December.

Public Forum none

The **July 2021 Minutes** were unanimously approved on a motion from Watkins-Schoenig, seconded by Fenton.

Correspondence:

Murphy signed and submitted the Enrich Iowa Letter of Agreement.

Tim McGee's Letter of Resignation from Library Board was submitted.

Fenton sent Thank You Letters to

The Vredenburg Foundation for the grant funds received.

Ray Meyer & Ruth Comer for their donation of audiobooks.

To the Family of Jacob Wesley Zimmerli for the donation of 3 copies of his book "One Soldier's Story"

The **July 2021 Financial Statement & June 2021 Treasurer's Report** were reviewed.

The **August 2021 Claims** were unanimously approved on a motion from Watkins-Schoenig, seconded by Seuferer.

Grants –

- a. Vredenburg Foundation – **awarded \$25,000** for Building Work
- b. Coons Foundation – Request Letter **RETURNED Unable to Forward (Murphy will contact Karen Dixon)**
- c. Johnson Foundation – **No Response**
- d. Chariton Public Library Foundation – Donation Request for Building Work (not yet submitted) Nancy Lahart is the one to contact.

Now that we have a landscaping plan in place, Murphy will send a letter of inquiry to The Carver Trust, and hopefully submit a grant request for the bioswale. Requests for building funds will be sent to US Cellular and Hy-Vee Corporate.

Old Business

Fundraising Committee tabled.

Policy Review – Internet Policy and Conduct Policy tabled. Murphy forgot to print out new copies for the meeting.

Watkins-Schoenig made a motion to approve the Operations Policy as amended, removing the \$3.00 charge for Interlibrary Loans. Seuferer seconded and the motion passed unanimously.

New Business

Seuferer made a motion to approve the Library Petty Cash Policy. Watkins-Schoenig seconded and the motion passed unanimously.

Due to the recent surge in Covid infections and the highly contagious Delta Variant, On-Site Library Programming will not be resumed at the time. Visiting programs that were scheduled for September and October will be cancelled.

Other Business

Watkins-Schoenig moved to accept, with regret, Tim McGee's resignation from the Library Board. Sharp seconded, and the motion passed unanimously. We're grateful for his thirty years on the board and very sorry to see him go.

Director's Report attached.

The meeting was adjourned at 6:33 p.m. on a motion from Pillsbury-Allen, seconded by Fenton.

Kris Murphy, Secretary pro tem

The next meeting of the Library Board will be Thursday, September 2, 2021.