

## Van Meter Public Library

### Library Board Minutes – 12/19/18

The Van Meter Public Library Board met on Wednesday, December 19, 2018 at the Van Meter Public Library.

President Maguire called the meeting to order at 6:02 p.m. Members present at roll call: Molly Maguire, Megan Warwick, and Erin Freeman, Rachel Devick, and Kate McCombs. Also in attendance were Barb Phillips and Suzanne Lindaman. Maryann Mori, from the State Library of Iowa, joined the meeting via Zoom.

Having no emergency additions, President Maguire asked for a motion to approve the Agenda. Moved by Freeman, supported by Devick. Passed unanimously.

After reviewing the Consent Agenda President Maguire asked for a motion to approve the Consent Agenda. Moved by Warwick, supported by Devick. Passed unanimously.

Guest Maryann Mori presented information about creating a strategic 5-year plan for 2020. We need a plan because of Standard 17 in Public Library Standards. Several methods can be used to gain the community needs feedback for the plan – focus group, community survey, or using demographic/census data. Discussion will continue at future library board meetings.

The committee reports began with volunteer and community outreach, by Rachel Devick. She reported on the Sips & Snacks and the Van Meter Winter Market activities. She also talked about the information she has provided the director for the city newsletter. Maguire reported on the last council meeting. McCombs is waiting for information from the director on policies. Freeman expressed concern about the lack of communication with ISG about the new facility. Warwick and Phillips reported on the Library Foundation activities.

The director completed the first stage of the Edge technology assessment and e-mailed the results to the board members as well as the last communication from ISG regarding the exteriors of the building project. A new quote from Biblionix will be requested to add to next year's budget. The board reviewed the dialogue between the city administrator and the director concerning the current budget. A motion was made by Freeman and seconded by Warwick to freeze discretionary spending until the new fiscal year. The motion was approved by all. Devick made a motion, supported by McCombs, to change the date of the January board meeting to 5:30 p.m. on January 22<sup>nd</sup>. The motion was approved.

The Library Director's report was given, as seen in the packet.

Molly Maguire gave her President's report.

Having no further business, President Maguire asked for a motion to adjourn. Moved by Freeman, supported by Devick. Passed unanimously. Adjourned at 7:52 p.m.