

## Van Meter Public Library

Library Board Minutes – 9/19/18

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

President Maguire called the meeting to order at 6:03 PM. Members present at roll call: Molly Maguire, Megan Warwick, and Erin Freeman, Rachel Devick, and Kate McCombs. Also in attendance was Suzanne Lindaman.

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

After reviewing the Consent Agenda and discussion about the number of overdue materials, President Maguire asked for a motion to approve the Consent Agenda. Moved by Freeman, supported by Warwick. Passed unanimously.

The first item to discuss were the committee reports. Devick reported on the volunteer and community outreach committee, there will be a booth for the Library Foundation at the Winter Market the first weekend in December. We also discussed participating in Sips and Snacks as we had last year. Maguire reported about the city council meeting. Freeman and Lindaman had not met about the Personnel Policy but had e-mailed drafts. McCombs will join the Policy committee and Freeman was asked to still assist with the Personnel Policy. Freeman reported on the meeting with ISG about exteriors for the new building, information was gathered by ISG and new renderings is the next step. We are also inviting the city administrator Kyle Michel to our next meeting.

There was a discussion on chapters 1 and 2 of the Trustee Handbook. The readings were addressing advocacy as a role for a library trustee. Next the Outreach policy was reviewed. Freeman suggested rewording who participates by making the wording clearer and that we only include licensed daycares in their own facilities. We discussed moving the November meeting up a week because of Thanksgiving. That will be voted on at the next meeting. For trustee training we are going to review the Public Library Standards and discuss them at the next meeting.

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 7:38 p.m.