

December 6th, 2023

The December meeting of the Board of Trustees of the Camanche Public Library was called to order by President Shannon McManus. Roll call was held and members present were McManus, Goble, Griswold, Foster, and Reuter, along with Librarian Evans, City Council liaison Dave Bowman, Becky Heil from the State Library of Iowa, and a public member.

A motion to approve the agenda was made by Trustee Foster and a second was made by Trustee Goble. All trustees aye. A motion to approve the minutes from the November 2023 meeting was made by Trustee Griswold and a second was made by Trustee Foster. All trustees were aye. A motion to approve the financials for November 2023 was made by Trustee Foster and a second was made by Trustee Goble. Discussion was held regarding line items for Code 6310 Repairs & Improvements \$12,860.00 and Code 6315 Property Insurance \$2860. Trustee Griswold would like to approve the financials except for these two items. He feels these two issues need further discussion. City Council liaison Bowman said the Repairs & Improvement bill was too high and the library bill will be \$11,000 instead of \$12,860 and the property insurance is a fixed cost with the city paying the insurance by placing money in the library's budget for it. The motion to approve financials failed. Trustee Griswold made a motion to approve November 2023 financials with the exception of the two items (Code 6310 Repairs & Improvements \$12,860.00 and Code 6315 Property Insurance \$2860) and a second was made by Trustee Foster. All trustees ay. Trustee Foster made a motion to approve the claims of \$6335.05 (bills/book orders) with Trustee Griswold seconding the motion. All trustees aye.

Book orders in the amount of \$1061.57 were approved to order from Ingram.

New Bills for December 2023 approved for payment:

- Amazon \$810.47
- MicroMarketing (books/audio/DVD) \$267.95
- CenterPoint \$272.02
- PlayAway \$434.98
- MidAmerica \$218.57
- Alliant \$223.14
- Culligan \$10.00
- PrestoX \$41.58
- Sparklean \$125.00
- Penworthy (Children's) \$540.93 (\$200 from Enrich Iowa)
- Penworthy (Adult Cognitive kits) \$329.90 (\$100 Direct State Aid)
- ProQuest (HeritageQuest) \$997.56
- Coast to Coast (Coloring books for Summer Reading Program) \$207.08 (\$200 Direct State Aid)
- Libby (Direct State Aid) \$137.00
- OverDrive (Advantage account) \$139.99
- OverDrive (Advantage account) \$387.71
- Air Control (repair of heating/cooling unit) \$746.60

Total of bills including Ingram: \$6942.05

Paid by Enrich Iowa: \$200.00

Paid by Direct State Aid: \$417.00

Total: \$6325.05

Becky Heil from the State Library of Iowa provided a Trustee Orientation presentation. Trustee Goble left at 5 pm.

Director's Report:

Financial: The items listed on the agenda under this item were discussed during financials listed above.

Personnel/Operational: Librarian Evans stated Shania will be going on leave due to medical reasons and would like to hire another employee to cover her leave. Trustee Griswold made a motion to hire another employee 25 hours a week and Trustee Foster seconded it. All trustees aye.

Programming: no report given

Collection Development: no report given

Facilities: no report given

Summer Reading Program: no report given

Miscellaneous: no report given

Old Business: Librarian Evans stated she has been attempting to schedule a meeting with the City clerk and city administrator, but has not been successful. She stated she has emails if the trustees would like to look at them. Librarian Evans reported she is now being instructed to meet with all city hall staff and the meeting is to be held at city hall. Librarian Evans reported this is difficult due to having two new staff and one staff getting ready to go on medical leave and she would like Librarian Nancy to go with her. Discussion was held regarding this and how to resolve the matter. Trustee Reuter recommended going to city hall when they opened to discuss this as this meeting was to be scheduled from June 2023. Librarian Evans stated they would not meet with her then as she did not have a meeting. Trustee McManus inquired if City Council Liaison Bowman would assist in resolving this matter and report back to the board. He stated he would

City Council Liaison Bowman inquired why the board was looking at a contract for the library director. Trustee Reuter stated she thought it was to make the library director the same as other city department head. Librarian Evans reported she did not want a contract. Trustee Griswold stated he would meet with Trustee Reuter to review the contract and the matter was tabled until January meeting.

Librarian Evans inquired if Kanopy could be added to the library database. Trustee Griswold made a motion to include it in the 2024 – 2025 budget and a second was made by Trustee Foster. All trustees aye.

The budget for FY 2024 – 2025 was tabled until next meeting.

New Business:

Librarian Evans stated she would like to have mediation or something with Trustee Reuter as she feels was being yelled at during the meeting tonight and is being informed Trustee Reuter is talking about her in the community. She stated she could not have Trustees talking about her in the community. Trustee

Reuter stated she was resigning effective tonight. Librarian Evans instructed Trustee Reuter to notify the city council.

Liaisons Report:

City Council Liaison Bowman strongly urged the board to focus on FY 2024 – 2025 budget next meeting.

There were no public comments. President McManus adjourned the meeting.

The next meeting of the Camanche Public Library Board of Trustees will be held on January 3rd, 2024 at 4:00 pm at the Camanche Public Library

Respectfully submitted,
Janeen Reuter, secretary