

Kendall Young Library
Board of Trustees Meeting
March 21, 2022 Minutes

The Kendall Young Library Board of Trustees met on Monday, March 21, 2022.

Members present were Carol Yanda, Steve Vande Zande, Heidi Barrick, and Gayette Grimm. Crystal Gordon was absent. Also present was Ketta Lubberstedt-Arjes, Tom Schutter, Ann McLaughlin, Greta Oberender, and Susan Griffith.

The meeting was called to order at 6:00pm by president, Carol Yanda. The minutes of the February 21 meeting were approved.

Public Input

There was no public input.

Farmer's National Report – Tom Schutter

Tom Schutter presented the Kendall Young Library Trust farm report. See his written report for details.

Steve Vande Zande moved and Gayette Grimm seconded the motion to transfer the farm rent (\$485,000) to the Income Subtrust at Edward Jones. Motion carried by unanimous vote.

Crystal, Steve, and Tom will gather additional information on the wetland easement on the Park Farm.

Financial Reports and Disbursement of Checks

Steve Vande Zande moved and Heidi Barrick seconded the motion to accept the Farmers National Report, the Financial Reports and the Disbursements of Checks. Motion carried by unanimous vote.

Director's Report

February

Children's 20 programs
Total = 443 participates

Teen 4 Teen Lounge

Adults Winter Reading Program = 46 participates

March Programs

- Children's programs will continue.
 - Baby Time is Tuesdays at 10:30.
 - Wild Things (PreK-2nd) is Tuesdays at 3:45.
 - Hungry Caterpillars (Preschool) is Wednesdays at 10:30.
 - Tweens Time (3rd-5th) is Thursdays at 3:45.
- Teen Lounge will continue.
- National Library Week (April 3-9)
 - All Ages Bookmark contest
 - Dewey Decimal Dash
- The adult movie on Tuesday, April 12 is Ghostbusters: Afterlife.
- DIY is Tuesday, April 26. They are making a Scrapbook Memory Journal.
- Books and BBQ is April 28.

Teen Programming

- Pascale added themes to Teen Lounge: Bracelet making, Legos, Paper Football Competition, and Cloud Dough making
- Teen Lounge is only meeting on Tuesdays due to low attendance.

Building

- The new security system has been installed.
- Daniel, the City Manager, suggested bigger signs for the parking lot. We can order them from the Iowa Prison Industries. Jon will help me in April purchasing the new signs.

Other Items

- The server has been restored. We are still waiting for the public computers to be fixed.
- We participated in the Dodgeball tournament. We won one out of three games.
- The Friends will be meeting in April. The Library is hoping to have a book sale in May.
- The Library will be hosting the Chamber Coffee in June.
- Leah Magers resigned.

Old Business

A. COVID

CDC updated their mask guidelines. The board voted on February 25 via email to remove the mask mandate.

B. 2020 Financial Report

This discussion was tabled to the next meeting.

New Business

A. Excel Mechanical.

Ketta received clarification on the project. They need to replace leaking pipes. They cannot provide an exact estimate, because the pipes are covered with insulation. The quote they provided will replace every pipe in the affected areas, however they feel they will only need to replace 6-8 pipes.

Steve Vande Zande moved and Heidi Barrick seconded the motion to accept the bid and proceed with the project. Motion carried by unanimous vote.

B. Strategic Plan Update

The board reviewed the Kendall Young Library 2020-2024 Strategic Plan.

C. 2021 Financial Report

The Board discussed if a yearly audit or review is necessary. Steve will contact Dick Anderson to get his opinion, and Carol will check with her accountant firm.

D. Building Maintenance position

Roger Garvey resigned last fall. The board agreed that we will wait to fill this position.

E. Policies

Ketta provided a list of policies and when they were last updated. She will start updating policies that are over 3 years old.

Committee Reports

There was no discussion.

Future Agenda Items

Remodeling the children's department.

The Board needs to discuss the Trustee handbook for continuing education credits.

Accreditation.

Other

The next board meeting will be Monday, April 18 at 6:00pm.

The meeting was adjourned at 8:00pm.

Respectfully submitted by Ketta Lubberstedt-Arjes, Library Director