

Kendall Young Library
Board of Trustees Meeting
August 22, 2022 Minutes

The Kendall Young Library Board of Trustees met on Monday, August 22, 2022.

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

The meeting was called to order at 6:07pm by president, Carol Yanda. The minutes of the July 25 meeting were approved.

Public Input

Susan Griffith has marble pieces from the old building if the Board is interested in taking a piece.

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 precede with a 5 to 10% increase for the 2023 farm rent. Motion carried by unanimous vote.

Financial Reports and Disbursement of Checks

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

Director's Report

July

Children's - 22 programs
Total = 608

Teen - 4 Teen Tuesday
Total = 41

Family Pool Party - We estimated 300 people.

Summer Reading Program

Children's - 269 participants
Teen - 300 entries
Adult - 325 participants
Total = 1611 entries

Tiny Art Show

Distributed 485 kits
122 paintings were returned to the Library
Adult - 24
Teen - 13
Children's - 85

August Programs

- Books before Kindergarten/Middle School Party is August 26.

September Programs

- Children's programs – starting September 6th
 - Fuzzy Ducklings (Babies) – Wednesdays at 10:30
 - Wild Things (PreK-2nd) - Tuesdays at 3:45
 - Hungry Caterpillars (Preschool) –Thursdays at 10:30
 - Tweens Time (3rd-5th) – Thursdays at 3:45
- Teen Lounge – starting September 6th
 - Tuesdays from 3:30-5:00
- Adult Programs
 - Author Talk: Rachel Mans McKenny is Tuesday, September 20 at 6:30pm. She is the author of The Butterfly Effect which is the All Iowa Reads 2022 selection.
 - DIY is September 13.

Other Items

- Doreen and Ketta will be interviewing candidates for the Children's Library Clerk position next week. We will be hiring Nancy Bailey as a substitute clerk.
- Kacey Pruismann accepted the Teen Librarian position.
- Nicole Schweiger will be working Wednesdays once school starts. She will be processing library materials and helping at the reference desk.
- The copy machines will be upgraded at the beginning of October.
- The new web page will go live in September.
- Kris Pruismann is reviewing the new staff policy/handbook to see what needs to be added or removed.
- Teri and Val attended the Back-to-School Market Night on August 11.

Building

- The humidifier needs repairs. Ketta is waiting for a quote from the company.
- The boiler needs repairs. It will cost approximately \$3,000.
- We cleaned both storage units. The “scary” storage needs major repairs. Water has been leaking into the area, and the bricks are deteriorating. Joel Peterson is preparing a quote to fix this area. Mustang Disaster CleanUp applied anti-microbial to kill mold.

Old Business

A. 2021 Financial Report

Carol and Crystal will finish the 2021 financials. The Library will request a quote from Dean Barnett and Peterson & Houston in Boone when the financials are done.

B. Landscaping Project

Ketta presented quotes from North Central Turf, Smitty’s and Country Landscapes to update the flowerbeds at the entry. Gayette Grimm moved and Steve Vande Zande seconded the motion to accept Smitty’s quote and to precede in updating the flowerbeds. Motion carried by unanimous vote.

New Business

A. Policies

Ketta presented the Computer and Internet policy and the Collection Development policy. Crystal Gordon moved and Gayette seconded the motion to approve the Computer and Internet policy as written. Motion carried by unanimous vote.

Gayette Grimm moved and Steve Vande Zande seconded the motion to accept the Collection Development policy with corrections. Motion carried by unanimous vote.

B. Closed Session.

The Board went into closed session at 8:45pm and returned to open session at 9:05pm.

Committee Reports

There was no discussion.

Future Agenda Items

Remodeling the children's department.

Discussion of the Trustee handbook for continuing education credits.
Accreditation.

Other

The next board meeting will be Monday, September 19 at 6:00pm.

The meeting was adjourned at 9:05pm.

Respectfully submitted by Ketta Lubberstedt-Arjes, Library Director