

Kendall Young Library
Board of Trustees Meeting
September 19, 2022 Minutes

The Kendall Young Library Board of Trustees met on Monday, September 19 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, Greta Oberender and Susan Griffith.

The meeting was called to order at 6:08pm by president, Carol Yanda. The minutes of the August 22 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.

The farm tour will be Friday, October 7. It will begin at 8:30am.

Financial Reports and Disbursement of Checks

Steve Vande Zande moved and Gayette Grimm 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

August

Children's 1 program – 20

Adults 1 program - 30

Market Night (August 11) - 25

October Programs

- Children's programs
 - 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
- Sunset visits will start in October, and every preschool in Webster City is coming to the Library once a month.
- Teen Lounge
 - Tuesdays from 3:30-5:00.
- Adult Programs
 - Iowa Climber: Jen Loab is Thursday, October 20 at 6:00pm.
 - DIY Club is Tuesday, October 25 at 6pm. They are making a macramé ghost.
- Family
 - Family Literacy Night is Tuesday, October 11 at 5:30pm.
 - The Library is showing Hocus Pocus on Tuesday, October 18 at 6pm. The movie will be interactive.

Building

- The humidifier needs to be replaced. See quotes.
- Smitty's will start the landscaping project on Thursday.
- There have been multiple power outages recently. They are taking a toll on the building. The last outage required our IT Technician to restart the server and the telephone system. Also, the elevator technician needed to look at the elevator.
- Our community service teen has started cleaning the men's bathroom. Val is supervising the young man and is providing direction on cleaning.

Upcoming Projects

- 2023 Budget
- Staff Evaluations
- Annual Report for the State Library
- Appeal Letter
- Enhance Hamilton County Grant

Other Items

- Greta is attending the Back In Circulation Again conference at University of Wisconsin.
- Hy-Vee and Troy (produce manager) is donating fruit to the Library. The goal is to have snacks for our youth to eat after school.

Old Business

A. 2021 Financial Report

Carol and Crystal are still working on the 2021 financials.

New Business

A. Employee Update

Ketta hired three new employees. Tina Marshall and Arlene Paine were hired to work in the Children's Department as library clerks. Molly Gallentine was hired as the Teen Librarian.

B. Staff Inservice Day

Ketta would like to close the Library on Thursday, October 13 for Staff Inservice Day. Darcy Swon and Maryann Mori will be presenting. Gayette Grimm moved and Crystal Gordon seconded the motion to close the Library for Staff Inservice Day. Motion carried by unanimous vote.

C. Sue Naden Memorial

Crystal Gordon moved and Gayette Grimm seconded the motion to withdraw \$2,360.04 from the Community Foundation General Account. This money will be placed in the Library's restricted account to purchase read along books in memory of Sue Naden. Motion carried by unanimous vote.

D. Closed Session

The Board went into closed session at 7:39pm and returned to open session at 8:10pm.

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, October 17 at 6:00pm.

The meeting was adjourned at 8:10pm.

Respectfully submitted by Ketta Lubberstedt-Arjes, Library Director