City of Carroll

627 N. Adams Street Carroll, Iowa 51401 (712) 792-1000 FAX: (712) 792-0139

MEMO TO: Honorable Mayor and Members of the City Council

FROM: Mike Pogge-Weaver, City Manager MSPW

DATE: September 8, 2021

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) – **August 16, 2021**
2. Board of Adjustment (meets 1st Monday of month) –
3. Planning and Zoning Commission (meets 2nd Wednesday of month) –
4. Carroll Airport Commission (meets 2nd Monday of month) –
5. Parks, Recreation & Cultural Advisory Board (meets 1st Monday of January, March, May, July, September and November) –
6. Carroll County Solid Waste Management Commission (meets 2nd Tuesday of month) –
7. Carroll Historic Preservation Commission (no regular meeting dates) –
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

Library Board Minutes

August 16, 2021

The Carroll Board of Trustees met in the Community Meeting Room at the Carroll Public Library. Trustees present: Marcie Hircock, Brenda Hogue, Thomas Parrish, Summer Parrott, Julie Perkins, Dale Schmidt, Kyle Ulveling, Ralph von Qualen, and Director Rachel Van Erdewyk. Trustee absent: Lisa Auen.

Parrott called the meeting to order at 5:15. It was moved by Ulveling and seconded by Schmidt to approve the agenda. All voted aye. Absent: Auen. It was moved by Parrish and seconded by von Qualen to approve the minutes of the June meeting. All voted aye. Absent: Auen. It was moved by Hogue and seconded by Perkins to approve the July bills. All voted aye. Absent: Auen. It was moved by Ulveling and seconded by von Qualen to approve the August bills. All voted aye. Absent: Auen.

Director's report: Children's programming continued with Miss Diane's daily Facebook live, drop offs to local daycares and her virtual Rookies At Home with Grab and Go craft pickups. She continued in-person story times with local daycares, Kuemper Cares, and Summer Fun Camp. Adult programs continued with Crafty Library Ladies, Poetry Group, Book Clubs, and Miss Diane's senior book drop offs. In June, a STEM Camp was held with ISU Extension. Anjanette Treadway directed 4th-6th graders in STEM related activities. Total program attendance was 5,116. Monthly door count was 4,691. Total resources utilized was 45,746. In July Maker Mondays was a hit. Every Monday different projects could be enjoyed and completed in the Makerspace Room. It was come and go and stayed busy until 6:00 every Monday night. For July, total program attendance was 3,454. Monthly door count was 4,510. Total resources utilized was 38,426.

Board Education: None.

Old Business: None.

New Business: Due to upcoming retirement of Assistant Director, Judy Behm, Van Erdewyk has revised the job description for that position. After discussion, it was moved by Perkins and seconded by Schmidt to approve the proposed changes of the Job Description for the Assistant Library Director (Public Services Librarian) position for the Carroll Public Library. All voted aye. Absent: Auen. It was moved by Hogue and seconded by Parrish to go into closed session pursuant to Iowa Code 21.5(l)(i)—annual Library Director Performance Review at 5:40. On approval by Van Erdewyk. On roll call, all aye. Absent: Auen. It was moved by Ulveling and seconded by Parrish to go back into open session at 5:50. On roll call, all voted aye. Absent: Auen. Van Erdewyk was given a satisfactory review.

It was moved by Parrish and seconded by Schmidt to adjourn. All voted aye. Absent: Auen. Meeting adjourned at 5:52. Next regular meeting will be September 20, 2021.

Summer Parrott—President

Judy Behm—Recording Secretary