

Library Board Minutes

February 21, 2022

The Carroll Board of Trustees met in the Community Meeting Room at the Carroll Public Library.

Trustees present: Summer Parrott, Brenda Hogue, Thomas Parrish, Julie Perkins, Dale Schmidt, Marcie Hircock, Kyle Ulveling, Lisa Auen and Ralph von Qualen. Trustees absent: none. Also present: Assistant Director Parveen Karim.

Parrott called the meeting to order at 5:17pm. It was moved by Schmidt and seconded by von Qualen to approve the agenda. All voted aye. Absent: None. It was moved by Ulveling and seconded by Perkins to approve the January 17, 2022, minutes with a change to Summer Parrott being listed as President and not Vice President. All voted aye. Absent: none. Correspondence: none. It was moved by Parrish and seconded by Auen to approve the bills. All voted Aye. Absent: none.

Director's Report: Miss Diane continued this month with Rookie Storytimes Wednesday evening and Thursday mornings, Stories with Diane, visiting daycares and seniors as well as Grab and Go Crafts. The library continued to host the Crafty Library Ladies and Book Club meetings. The library continued hosting STEM activities in the library's makerspace on a no school day with 52 participants.

Board Education: none

Old Business: The 2018-2022 long range plan was updated to include new initiatives to create the 2022-2026 plan. Perkins motioned and Schmidt seconded to approve the Carroll Public Library Long Range Plan 2022-2026. All voted aye. Absent: none.

New Business: The board reviewed the *Operation & Circulation Policy*. The board approved adding the section regarding the confidentiality clause and understand the policy is still being revised. Perkins motioned and Hircock seconded the updated *Operation and Circulation Policy*. All voted aye. Absent: none.

The board reviewed the ADA checklist priority 3 section to meet the standard for accreditation through the State Library of Iowa. No action taken. Ulveling left at 5:54 pm.

The board reviewed the updated job descriptions for the Public Services Librarian (Assistant Director), Program Specialist Librarian, Children Services Librarian, Adult Services Librarian, and Library Assistant. Hircock motioned and Auen seconded to approve the updated job descriptions. All voted aye. Absent: Ulveling.

It was moved by Perkins and seconded by Parrish to adjourn. All voted aye. Absent: Ulveling. Meeting adjourned at 6:03 pm. Next regular meeting will be March 21, 2022.