

Library Board Minutes

February 20, 2023

The Carroll Board of Trustees met in the Community Room at the Carroll Public Library and via Zoom. Trustees present: Summer Parrott, Thomas Parrish, Dale Schmidt, Julie Perkins, Marcie Hircock, and Keith Cook. Absent: Ralph von Qualen, Brenda Hogue, and Lisa Auen. Also present: Director Wendy Johnson, Interim City Manager Jeff Cayler, Adult Services Librarian Donna Evans, and Carroll Police Officer Steven Pudenz.

Parrott called the meeting to order at 5:16 pm. It was moved by Perkins and seconded by Hircock to approve the agenda. All voted aye. Nays: none. Abstain: none. Absent: Hogue, Auen, and von Qualen. Motion passed 6-0.

Von Qualen arrived at 5:17 pm.

It was moved by Schmidt and seconded by Parrish to approve the minutes from the January 16, 2023, meeting. All voted aye. Nays: none. Abstain: none. Absent: Hogue and Auen. Motion passed 7-0.

Reviewed the financials and bills. It was moved by Parrish and seconded by von Qualen to approve the bills. All voted aye. Nays: none. Abstain: none. Absent: Hogue and Auen. Motion passed 7-0.

Correspondence: none

Old Business: Review of Operations & Circulation Policy.

Recommendations: Approve the revisions to the Operations & Circulation Policy. Approve the policy change letter to be sent to active library patrons. Hircock motioned to approve the recommendation with a second by Schmidt. All voted aye. Nays: none. Abstain: none. Absent: Hogue and Auen. Motion carried 7-0.

New Business: Banned Patron Reconsideration Request. Library board heard from Adult Services Librarian Donna Evans about the incidents that resulted in the patron being banned. At this time, the request was tabled due to the patron's absence. The board will consider this request at a later time if the patron requests to be put on the agenda at another board meeting and attends that meeting.

Review of Personnel Policy Statement.

Recommendation: Approve the revisions to the Personnel Policy Statement. Parrish motioned to approve the recommendation with a second by Perkins. All voted aye. Nays: none. Abstain: none. Absent: Hogue and Auen. Motion passed 7-0.

ILA Advocacy Day, March 7, 2023, from 12 pm to 2 pm. President Summer Parrott and Secretary Brenda Hogue will be attending this event at the State Capitol Law Library in Des Moines. Parrott invited any other trustees to attend with them as well.

Director's Report: New programs being offered, study room usage up, and working on the library's website. Plans for National Library Week April 23-29 are ongoing and will include the Friends of the Library and Carroll Public Library Foundation in the planning phase as well.

Trustee education: Discussed the new board member video series, part 1: Introduction.

Agenda Items for Next meeting: Will be discussing new board member video series, part 3: Approving & Monitoring the Budget at the next board meeting.

It was motioned by Schmidt and seconded by Perkins to adjourn. All voted aye. Nays: none. Abstain: none. Absent: Hogue and Auen. Motion carried 7-0. Parrott adjourned the meeting at 6:12 pm.

Next Regular meeting- **March 20, 2023, at 5:15pm** at the Carroll Public Library: Community Meeting Room – 118 E. 5th St, Carroll, IA 51401. **If you can't be present at the meeting, please contact Wendy Johnson at 712-792-3432 or by email at wjohnson@carroll-library.org.**