

Library Board Minutes

October 16, 2023

The Carroll Board of Trustees met in the Community Room at the Carroll Public Library. Trustees present: Summer Parrott, Thomas Parrish, Lisa Auen, Brenda Hogue, Julie Perkins, Ralph Von Qualen and Keith Cook. Absent: Dale Schmidt and Marcie Hircock. Also present: Director Wendy Johnson

Parrott called the meeting to order at 5:30pm. It was moved by Auen and seconded by Von Qualen to approve the agenda. All voted aye. Nays: none. Abstain: none. Absent: Schmidt and Hircock. Motion passed 7-0.

Minutes Approval: It was moved by Perkins to approve the September minutes and seconded by Cook. All voted aye. Nays: none. Abstain: none. Absent: Schmidt and Hircock. Motion passed 7-0

Correspondence: none

Reviewed the financials and bills. Auen motioned to approve the bills with a second from Von Qualen. All voted aye. Nays: none. Abstain: none. Absent: Schmidt and Hircock. Motion passed 7-0.

Public Comment: none

Hircock arrived at 5:35pm.

Director's report: Highlights of the directors' report met with Carroll Middle School to work on having joint programs, Donna Evans is retiring, last day October 27<sup>th</sup>, program attendance is up and lots of programs planned for November.

Old Business: none

New Business:

\*Western Iowa Networks- Notice of Copyright Infringement – illegal downloading of movies occurred on the libraries public Wi-Fi. In order to prevent further issues, the library will have a password for the Wi-Fi, and it was discussed to register the library director as the DMCA Designated Agent at a cost of \$6.00 for 3 years. Hogue motioned to register the library director as the DMCA Designated Agent and to monitor the use of the library's Wi-Fi network as it is set up now. Hircock seconded the motion. All voted aye. Nays: none. Abstain: none. Absent: Schmidt. Motion passed 8-0.

\*Pre-budget discussion – copiers: reviewed status of copiers and options

\*Adult Service Librarian- set pay rate: Hircock motioned to offer the adult services librarian a starting wage of \$17.93(76%) with the Library Director being able to negotiate as needed up to \$18.87(80%) an hour. Parrish seconded the motion. All voted aye. Nays: none. Abstain: none. Absent: Schmidt. Motion passed 8-0.

\*Creekside Cabinets & Interiors: discussed bench seating and bookshelves being designed for the library, once have final plans will present.

Policy Review:

\*Bulletin Board Policy: no changes, no action needed

Von Qualen left 6:27pm

\*Safe Child Policy: It was motioned by Auen and seconded by Hircock to approve the recommended changes to the safe child policy. All voted aye. Nays: none. Abstain: none. Absent: Schmidt and Von Qualen. Motion passed 7-0.

Trustee Education:

\*Boardroom Series: Intersections Part 2: Budgets- zoom class available to watch at 6pm on 10/26

Agenda Items for Next Meeting: nothing to add currently.

Adjourn: Auen motioned to adjourn at 6:31pm with a second by Cook. All voted aye. Nays: none. Abstain: none. Absent: Schmidt and Von Qualen. Motion passed 7-0.

**Next Regular meeting- November 20, 2023, at Carroll Public Library: Community Meeting Room—118 E. 5<sup>th</sup> St, Carroll, IA 51401**

If you can't be present at the meeting, please contact Wendy Johnson at 792-3432 or e-mail [wjohnson@carroll-library.org](mailto:wjohnson@carroll-library.org).