

# Logan Library Board Meeting

February 13th, 2023

Logan Public Library, 121 E. 6th Street, Logan, Iowa

Board members present: Helen, Gene, Judy

Staff members present: Kate

1. The meeting was called to order, 4:05 p.m.
2. The meeting agenda was approved - Gene motioned to approve, Judy seconded, approved as read
3. The January, 2023 meeting minutes were read - No corrections, Gene motioned to approve, Judy seconded, minutes stand approved as read
4. Review monthly bills - Judy motioned to approve, Helen seconded, stand approved
5. Period of public comment was held
6. Board members reviewed correspondence
7. Board continuing education report - Gary attended the Telescope in Libraries training for 30 minutes of CTE. Discussed upcoming training options.
8. Directors Report
  - a. Planning for collection inventory
  - b. Donations:
    - i. Perfection donation, so far approx. 800 titles have been added
    - ii. Have begun purchasing items with the Putnam donation
  - c. Grants:
    - i. King Grant - Door upgrades next & water fountain to follow
    - ii. Did not receive the Penguin Rural Libraries Grant
    - iii. Application for Comm. Foundations of Southwest IA Grant has been submitted to fund our Lending Depot
    - iv. Winter Book Sale generated \$358 in donations, will be added to previous donations & used to fund improvements in the YA Section
  - d. Programs:
    - i. Planning for Summer Library has begun, including cooperative programming with Woodbine Carnegie Library
    - ii. Community polling for Adult Book Club
    - iii. Winter BINGO had over 35 participants
9. Logan Public Library Bylaws & Policies Review
  - a. Telescope Circulation Policy
    - i. Edit requested for typo

10. Reviewed staff evaluation examples & outlined preferred components, Kate will create a form based on these requests to be reviewed at the March meeting.
11. 2023/2024 FY Budget Review
  - a. Upon review of current budget & advice from City Administrator we will be submitting the budget to the city with no changes from the current fiscal year - Judy so motioned, Gene seconded
12. Agenda items for the next meeting
  - i. Review staff evaluation forms & set timeline for completion
  - ii. Review updated library policy packet
  - iii. Board CTE opportunities & plan
13. Meeting adjourned, 5:16 p.m.

Board president signature

secretary signature

*Sandra Richardson*

*[Handwritten signature]*