

# Logan Library Board Meeting

June 13th, 2022

Board members Sandra, Helen, Judy, Gene & Gary

1. Read and approved last month's minutes -motion by Helen, seconded by Judy & approved by all
2. Reviewed & approved monthly bills - motion by Judy, seconded by Helen & approved by all
3. Director report
  - a. Library Book Sale was held June 3rd - 7th: Resulted in \$448 in cash donations & the donation of materials at an estimated value of \$1500
  - b. Summer Library Program has begun, we have approx. 50 participants from PreK to adult, full report will be prepared for July meeting
  - c. Reviewed recent patron behavior & informed the board of staff efforts to alleviate issues & increase public awareness of board policy
  - d. Loftus was here to work on the AC unit - A damper repair will be approx. \$500
  - e. Kate contacted the city regarding outside water, Dustin is going to check the spigots, update at July meeting
4. Board discussed Kate's proposal for a High School Internship position for the new FY
  - a. All board members were in favor of the creation of the position as a paid internship for 1 to 2 students annually as the budget allows
  - b. Kate will check with Angela regarding budget feasibility & report back to board
5. Board reviewed LED Lighting Upgrade proposal from ROI - Bid for the upgrade of all fixtures including installation total \$6,367 less MidAmerican incentive of \$1,572 for a total customer cost of \$4,795 - estimated return on investment in energy savings is 3.89 years
  - a. Kate has spoken to Angela & while we don't have the money in the budget we do have more than enough in our reserve accounts & on a CD to cover the expenditure
  - b. Board discussed & agreed that an upgrade would improve the look of the library & patron experience
  - c. Sandy will reach out to Marge Finley regarding a possible donation to assist with the expense, otherwise we will fund exclusively from our reserve account
  - d. Kate will check on the bid expiration date & advise

- i. ADDED POST MEETING - Bid is accurate through July 1
  1. Kate emailed information to the board & a virtual vote was held via email/phone/text message
  2. All members approved the upgrade
  3. Kate will work with Angela & ROI to facilitate
6. Status on Bylaws discussion
  - a. Kate is reviewing Bylaw resources from the State Library & sending Bylaws to Misty Gray for review
  - b. Will compile a final list of previously discussed & recommended bylaw amendments for board review & will send via email before July meeting
  - c. Board will create a timeline for discussion at the July meeting - discussion will be spread between several board meetings (Aug - Dec) & target for approval is the December, 2022 meeting
  - d. Kate will email a direct link to this training to board members along with information on the Iowa State Library Continuing Ed. YouTube channel
7. Suggestions for next month
  - a. Carry over of topics - Updates on Intern, lighting upgrade, summer library program, & bylaws
8. Adjourn meeting

Board president signature

Sandra K. Richardson

secretary signature

[Handwritten Signature]