

# Logan Library Board Meeting

November 7th, 2022

4:00 p.m.

Logan Public Library - 121 East 6th Street, Logan, IA 51546

Board members present: Sandra, Helen, Judy, Gene, & Gary

Staff members present: Kate & Abby

1. The meeting was called to order
2. The meeting agenda was approved - Sandra motioned to approve, Gene seconded, approved as read
3. The October 10th meeting minutes were read - No corrections, 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. Iowa Public Information Board Formal Complaint 22FC:0096 by Mrs. Jennifer Andregg & subsequent email responses were reviewed by board members
8. Review & discuss contracting cities - Board has decided to charge both Magnolia & Persia the minimum required by Iowa Code - Judy motioned to approve, Gary seconded
9. Reviewed Buckley CD renewal & evaluated options for increasing interest returns, Angela recommends cashing in the CD & forfeiting 1 year's worth of interest (~ \$500) & moving the CD to an IPAIT account to earn at a higher interest rate. Additional information is required, Kate will locate original documents. Item is tabled to December for discussion
10. Reviewed proposed materials purchase list for the MacIntosh/Popson Diversity Grant
11. Reviewed proposed upcoming programming
12. Directors Report
  - a. Holidays at the library
    - i. Gene moved the library be closed November 24th & 25th for the Thanksgiving holiday December 24th - 26th for the Christmas holiday & December 31st - January 2nd, 2023 for the New Year's holiday, Helen seconded, all in favor
  - b. An update was provided regarding the removal of children's materials by Mrs. Jennifer Andregg

- c. Volunteering by CORE students, Lo-Ma seniors, Trivium residents, & other community volunteers has continued
  - d. Staff continues to sort & organize files & supplies
  - e. Board training opportunity, "Boardroom Series 2022: Policy Watch, Policies Lost & Found" on November 30th. Interested board members may join Kate at the library to watch the webinar & earn CTE credit
13. Logan Public Library Bylaws & Policies Review
- a. Circulation Policy - second review
    - i. No additional edits requested
  - b. Safe Child Policy - second review
    - i. Addition of a new section regarding unattended minor access to the children's library following a safety incident in the children's library
  - c. Confidentiality of Records Policy
    - i. Edit requested for typo
  - d. Sex Offender Policy
    - i. No edits requested
  - e. Volunteer Policy
    - i. No edits requested
14. Agenda items for the next meeting
- i. New sections of the bylaws review for discussion
  - ii. Board members meet Jaiden
  - iii. Continue discussion of the Buckley CD
  - iv. Update on MacIntosh/Popson Grant
15. Meeting adjourned

Board president signature

secretary signature

