

Kendall Young Library  
Board of Trustees Meeting  
January 15, 2024 Minutes

The Kendall Young Library Board of Trustees met on Monday, February 19, 2024.

Members present were Carol Yanda, Steve Vande Zande, Gayette Grimm, Heidi Barrick and Diane Bahrenfuss.

Also present was Ketta Lubberstedt-Arjes, Ann McLaughlin, Tom Schutter, and Susan Griffith.

The meeting was called to order at 6:04pm by president, Gayette Grimm. The minutes of the January 15 meeting were approved with corrections.

### **Public Input**

Susan Griffith thanked the Board for the pay increase.

### **Farmer's National Report – Tom Schutter**

Tom Schutter presented the Kendall Young Library Trust farm report. See his written report for details.

### **Financial Reports and Disbursement of Checks**

Steve Vande Zande moved and Heid Barrick seconded the motion to accept the Farmers National Report, the Financial Reports and the Disbursements of Checks. Motion carried by unanimous vote.

Steve Vande Zande moved and Heid Barrick seconded the motion to allow Ann McLaughlin to be the administer of QuickBooks. Motion carried by unanimous vote.

### **Director's Report**

#### **January**

See Report

#### **March Programs**

- Children's programs
  - Fuzzy Ducklings (Babies) – Wednesdays at 10:30am
  - Hungry Caterpillars (Preschool) – Wednesdays at 2:00pm
  - Wild Things (PreK-2<sup>nd</sup>) - Tuesdays at 3:45pm

- Tweens Time (3<sup>rd</sup>-5<sup>th</sup>) – Thursdays at 3:45pm
- Lunch (and Movie) with a Librarian (8yrs-5<sup>th</sup> grade) is March 29 at 11:30.
- No programs during Spring Break.
- Teens
  - Teen Lounge is on Tuesdays from 3:30-5:00pm.
  - Homeschool Stem Lab is Thursday, March 21 from 1:00-3:00pm.
  - No programs during Spring Break.
- Adult
  - Friends & Family Puzzle Competition is on Saturday, March 2 from 2:30-5pm.
  - Book discussion group on Tuesday, March 12 at 1:30pm.
  - DIY is Tuesday, March 26 at 5:30.
  - Cake Decorating is Friday, March 22. It is presented by Hummingbird Confections, and there is a fee to participate.
- Family
  - Mommy and Me Support and Connect Group is Saturday, March 23 at 10am. This is in partnership with 21<sup>st</sup> Century Rehab and Sister Village.
  - Parent Connection is Thursday, March 28 at 5:30.

### **2024 Programming**

- Sara Broers is returning to the library on April 4 to discuss her new book, Perfect Day in Iowa.
- Friends of KYL's Whiskey and Wine Fundraiser at Wildcat will be Monday, April 8, 2024, 6-8pm.
- Michael Eckers will be presenting an author talk on April 16.
- Linda McCann will be presenting Prisoners of War in Iowa on April 25.
- Chad Elliott will be presenting the Wilderman's Family Show on June 12.
- Kathy Wilson is presenting Death Comes for Us All on October 29.
- The Library is sponsoring two Foam Parties at Market Night on June 6 and July 11. A donor is paying for the second party.

### **Other Items**

- The new controllers are being installed this week.
- We hired Izzy Bailey to work at the checkout desk. Besides working Elaine's shifts, she will be working afterschool on Tuesdays and Thursdays at the checkout desk. The Library is extremely busy on these two days.
- Molly and Doreen will be attending Pop YS Con conference.

### **Meetings**

- The Library hosted Debi Durham (Director of Iowa Economic Development Authority). She toured the library.
- Attended Third Thursday Coffee.

## **Continuing Education**

- The Future of Marketing: Using AI Tools and Canva for Success

## **Board Training**

### A. Trustee Handbook Chapter 11

Heidi led the discussion for chapter 11 of the Iowa Library Trustee's Handbook. Next month, Diane will lead the discussion for chapter 12 and 14.

### B. Steve, Heidi, Carol, Gayette and Diane attended the Hamilton County Trustee training on February 5. Ketta was absent.

## **Old Business**

### A. 2021/2022/2023 Financial Report

Carol provided Dean with additional information this past month. She will follow up with him.

### B. Building Assessment

The Board reviewed a building plan that Gayette created from the January 17 board meeting. They will continue discussion the assessment. However, the Board wants to proceed with deferred maintenance. Ketta will request quotes for replacing the elevator and the chiller.

### C. Strategic Plan Review

The Board reviewed the progress that has been made on the strategic plan.

## **New Business**

### A. First State Bank

Steve Vande Zande moved and Carol Yanda seconded the motion to remove Crystal Gordon and add Diane Bahrenfuss to the First State Bank account and Availa Bank account. Motion carried by unanimous vote.

### B. Edward Jones

Steve Vande Zande moved and Carol Yanda seconded the motion to remove Crystal Gordon and add Diane Bahrenfuss to the Edward Jones accounts. Motion carried by unanimous vote.

C. Self-Evaluation of Board

Gayette asked the Board to complete the self-evaluation forms in the Trustee Handbook.

D. Community Survey

Ketta passed out the results from the community survey. The Board will discuss the survey at the next meeting.

**Committee Reports**

There was no discussion.

**Other**

The next board meeting will be Monday, March 18 at 6pm.

The meeting was adjourned at 7:45pm.

Respectfully submitted by Ketta Lubberstedt-Arjes, Library Director