

Kendall Young Library  
Board of Trustees Meeting  
March 18, 2024 Minutes

The Kendall Young Library Board of Trustees met on Monday, March 18, 2024.

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

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

The meeting was called to order at 6:02pm by president, Gayette Grimm. The minutes of the February 19 and January 17 meeting were approved.

### **Public Input**

Dean Bowden requested the donor board in the entry way be moved to an area where people can read it.

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

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

Tom introduced Adam Ganeff. He is replacing Tom as the Library's farm manager.

The Library's 2024 income from farm rent is \$570,7300. Steve Vande Zande moved, and Heidi's Barrick seconded the motion to transfer \$530,000 from the Farmers National Company to Edward Jones. Motion carried by unanimous vote.

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

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

### **Director's Report**

#### **February**

See Report

#### **April 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
- Teens
  - Teen Lounge is on Tuesdays from 3:30-5:00pm.

- Homeschool Stem Lab is Thursday, April 18 from 1:00-3:00pm.
- Adult
  - Sara Broers is returning to the library on April 4 to discuss her new book, Perfect Day in Iowa.
  - Whiskey and Wine Fundraiser at Wildcat will be Monday, April 8, 2024, 6-8pm.
  - Book discussion is on Tuesday, April 9 at 1:30pm.
  - Michael Eckers will be presenting an author talk on April 16.
  - Linda McCann will be presenting Rosie the Riveters of Iowa on April 25.
  - DIY is Tuesday, April 23 at 5:30.
- Family
  - Mommy and Me Support and Connect Group is Saturday, April 20 at 10am. This is in partnership with 21<sup>st</sup> Century Rehab and Sister Village.
  - Parent Connection is Thursday, April 18 at 5:30.
  - Family Summer Library Program Kick-Off Carnival is April 27.

### **2024 Programming**

- 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 Foam Parties at Market Night on June 6 and July 11. A donor is paying for the second party.
- Magic Show with Mikayla Oz will be September 12.

### **Building**

- The mini-split air conditioner in the equipment was replaced by Stein Heating & Cooling.
- Iowa Fire Control placed door contacts on the front and staff doors. We recently learned there were no alarms in the public entry way.
- Trane is still working on installing the new controllers.

### **Other Items**

- The meeting room has been extremely busy with community meetings.
- The Library invited Friends Forever to come and watch movies on Thursdays.
- Ketta will be attending PLA at first week of April. It is in Ohio.
- The yearbooks will be digitalized in the next month. The company had a 20% sale which was a huge savings.
- Children's Department visited Sunset during Parent/Teacher Conference. We received approximately 30 new library cards.

### **Meetings**

- ILA Capital Day with Greta
- Attended Third Thursday Coffee
- Market Night Committee meeting
- Wilson Brewer Historic Park Committee meeting

### **Board Training**

Diane led the discussion for chapter 12 and 14 of the Iowa Library Trustee's Handbook. Next month, the Board will review Kendall Young's will. Steve will lead the discussion.

## **Old Business**

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

Dean Barnett sent the final draft of the 2021 financial report. Carol Yanda moved and Steve Vande Zande seconded the motion to accept the 2021 financial report and sign the management representation letter. Motion carried by unanimous vote.

Carol Yanda moved, and Diane Bahrenfuss seconded the motion to complete a review for 2022. Motion carried by unanimous vote.

### B. Building Assessment

Ketta has requested quotes from TK, Otis and Schumacher Elevator Company. She will present them at the next board meeting. In addition, Ketta has invited Trane to attend the next board meeting to explain the HVAC replacement options.

### C. Bank Accounts

Ketta presented paperwork from Availa Bank, Edward Jones and First State Bank for the board members to sign in order to add Diane to the accounts.

### D. Self-Evaluation of the Board

The Board reviewed their completed self-evaluations from the Trustee Handbook.

### E. Community Survey

The Board reviewed the community survey which was completed in January. Topics that stood out include:

- Making aware of our virtual world
- Art type events geared towards men
- Sunday hours
- Evening book club

## **New Business**

### A. Weapon Policy

The Board tabled this discussion until next meeting.

### B. Proctoring Policy

The Board tabled this discussion until next meeting.

### C. Local History & Genealogy Policy

The Board tabled this discussion until next meeting

**Committee Reports**

There was no discussion.

**Other**

The next board meeting will be Monday, April 15 at 6:00pm.

The meeting was adjourned at 8:15pm.

Respectfully submitted by Ketta Lubberstedt-Arjes, Library Director