

Kendall Young Library
Board of Trustees Meeting
May 20, 2024 Minutes

The Kendall Young Library Board of Trustees met on Monday, May 20, 2024.

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

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

The meeting was called to order at 6:07pm by president, Gayette Grimm. The minutes of the April 15 meeting were approved.

Public Input

There was no public input.

Farmer's National Report – Tom Schutter

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

Zach Chizek has agreed to assist us in negotiating the wind and mineral contracts. At this point, Zach has advised the Board not to sign the agreements in their current form. Steve Vande Zande moved and Diane Bahrenfuss seconded the motion to proceed with Zach's advice for the Inenergy agreement and continue discussions with guidance from Zach.

Financial Reports and Disbursement of Checks

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

The Library received approximately \$4,000 in memory of Carrie Elkin.

Director's Report

April

See Report

June Programs

- Children's programs
 - Wild Things 1 (Prek-K) – Mondays at 10:30
 - Wild Things 2 (1st-2nd) – Tuesdays at 10:30
 - Fuzzy Ducklings (under 3 years) – Wednesdays at 10:30
 - Hungry Caterpillars (preschool) – Thursdays at 10:30
 - Tweens Time (3rd-5th) – Fridays at 10:30
- Teens

- Teen Lounge is on Tuesdays from 10:00-11:30am.
- Teen Games is on Thursdays from 10:00-11:30am.
- Adult
 - Adult Crafternoon is Saturday, June 1 from 1:00-4:00.
 - Book Club is Tuesday, June 11 at 1:30pm and Tuesday, June 18 at 6pm.
 - Mammals in Iowa is Tuesday, June 25 at 6:00.
 - Quilling is Wednesday, June 26 at 5:30.
- Family
 - Tim Read: Super Galactica Drawing Workshop is Saturday, June 1 at 10:30.
 - Scratch Cupcake Truck will be here on Thursday, June 6 at 11:00am.
 - Foam Party and Pop-Up book sale is Thursday, June 6 at Webster City Market Nights.
 - Chad Elliott will be presenting the Wilderman's Family Show on June 12.

2024 Programming

- The Library is sponsoring Foam Parties at Market Night on June 6 and July 11. A donor is paying for the second party.
- Kathy Wilson is presenting Death Comes for Us All on October 29.

Building

- The driveway was closed for several days to due street construction.

Other Items

- Summer Reading Program starts June 1.
- Summer Reading Program Carnival was well attended. Over 300 people.
- The Library will be at Webster City Market Nights.
- Doreen and Molly presented end-of-the year library tours to school classes.
- The Library and the other Hamilton County Libraries will have a booth at the Fair this year. Doreen might present a story time at the fairgrounds.
- Izzy Bailey resigned.
- The staff received Narcan training at the last staff meeting.

Meetings

- City Admin meeting
- Chamber Board meeting
- Hamilton County Librarians
- Third Thursday Coffee

Continuing Education

- Director's Roundtable
- Ann, Izzy, Elaine and Ketta attended the 2024 Guide Training & Certification program sponsored by Iowa State Extension and Travel Iowa.
- Trane: Learning the new Trane software

Board Training

Gayette facilitated a discussion on the qualities of an exceptional board. Next month, the Board will review the Unitrust document, and Carol will lead the discussion. Ann will also provide training on the Library's financials.

Old Business

A. 2022/2023 Financial Report

Dean Barnett will need the 2022 board minutes.

B. Local History & Genealogy Policy

Ketta presented an updated draft of the Local History & Genealogy policy. Steve Vande Zande moved and Diane Bahrenfuss seconded the motion to accept the revised policy with corrections.

C. Weapons Policy

Ketta presented an updated draft of the Weapons policy. Steve Vande Zande moved and Diane Bahrenfuss seconded the motion to accept the revised policy.

D. Proctoring Policy

Ketta presented an updated draft of the Proctoring policy. Steve Vande Zande moved and Diane Bahrenfuss seconded the motion to accept the revised policy with corrections.

E. Elevator Bids

Ketta will extend an invitation for to Schumacher Elevator Company to attend the next Board meeting.

New Business

A. Microfilm Reader/Printer

Ketta presented two quotes for a new microfilm reader/printer to the Board, noting that the current machine is broken and needs replacement. She expressed concern about the cost of replacing a machine that is rarely used. Steve Vande Zande moved and Diane Bahrenfuss seconded the motion not replace the microfilm reader/printer at this time.

Committee Reports

There was no discussion.

Other

The Board discussed touring new library buildings in Iowa on Saturday, July 20.

Ketta will ask the staff which day works best for a meet and greet. Staff attendance will be optional.

The next board meeting will be Monday, June 17 at 6:00pm.

The meeting was adjourned at 7:37pm.

Respectfully submitted by Ketta Lubberstedt-Arjes, Library Director