

## Harlan Community Board of Trustees

### Meeting Minutes for January 9, 2023

The Harlan Community Library Board of Trustees met on Monday, January 9, 2023 at 5:20 p.m. in the Library meeting room

Present: Hope Chipman, Dan McElwain, Andrew Sandquist, Paul Simpson, Roy Burkhalter, Dena Jacobsen

Absent: Susan Finn, Connie Claussen, Bill Early

Also Present: Director Amanda Brewer; City Council Liaison, R.J. Bielenberg

Board Member Roy Burkhalter called the meeting to order. Paul moved, seconded by Dan to approve the agenda as presented. The motion carried unanimously.

Conflicts of interest are to be stated if and when applicable. None were stated.

Dan moved, seconded by Andrew, to approve the minutes from December 2022. The motion carried unanimously.

#### Director's Report:

1. Programming
  - a. Youth –
    - i. January 12<sup>th</sup> is Lego Night,
    - ii. 20<sup>th</sup> is Dungeons and Dragons (teen program),
    - iii. 26<sup>th</sup> Family Fun night: Jar Aquariums
  - b. Adult –
    - i. Jan 12<sup>th</sup> is the 2022 Reading Rave for GRC and the 2023 Challenge will start on the 13<sup>th</sup>.
    - ii. Classic Movie on the 18<sup>th</sup>,
    - iii. 19<sup>th</sup>Adult Craft Night – Felt Snowman Door Hanger. 15 people completed the annual challenge and around 30 people registered back in January of 2022
  - c. Library and Lunch book club attendees is up to 13-14 and 5 O'clock is at about the same. Both groups have seen considerable growth this last year.
2. Grants – Spring SCCF grant is coming up. Have not pinned down exactly what we will be requesting funding for but we have plenty of projects that we want to do that have no funding. We placed the order for the Interactive Play Table that we received funding for from Monogram Loves Kids Foundation in 2022. We also finished installing the 3 new patron computers from the SCCF 2022 Fall Grant.

3. 2023 Life-Long Learning Sponsorships – We have 6 programs we are looking for sponsors for this year. Monogram Foods has committed to 2 programs (2023 Great Reading Challenge & Big Bang Bubbles June 28<sup>th</sup>), Shelby County State Bank has committed to Mr. Stinky Feet (Children’s Musician). I will be speaking with the Lion’s Club in the near future to see if they have continued interest in sponsoring 2023 programs.
4. Board Education
  - a. We will be doing the 2022 Board Education Series. It has not been released yet on IALearns. Once it is released, I will let everyone know. As a reminder, board education is required for our state accreditation and the recommended amount per year is 3 hours.
5. State Accreditation – we are up for our next accreditation period.
6. 2022 City Audit – The state has reached out and is requesting documentation from the foundation for the 2022 so I will be working on that process.
7. Statistics –
  - a. Good Month for Income – Several payments came in from the towns we contract with for library services.
  - b. Our general income from fines and fees was up slightly.
  - c. ILL was down due to holidays and weather.
  - d. Circulation continues to grow!
8. Bills –
  - a. 360 Design and Landscape (a.k.a. Our Nest Greenhouse) - \$132.00 Winter Pots
  - b. The Dealt Hand - \$270.00. Pop-up board game events group in greater Des Moines area that hosts a card game event. To be held at The Lounge in March.

Motion by Andrew, seconded by Paul, to approve the bills the director has paid. Motion carried unanimously.

Committee Meetings:

1. None

Old Business:

1. Outdoor landscape project
  - a. Follow up with architectural firms
    - i. One company said that our project isn’t “big enough” for their company
    - ii. Another company, left message and haven’t heard back

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New Business: None

Our next meeting will be February 13, 2023 at 5:15 p.m.

There being no further business, the meeting adjourned at 5:41 p.m.

Hope Chipman, Secretary

These minutes are as recorded by the Secretary and are subject to Board approval at the next regular meeting.