

## Harlan Community Board of Trustees

### Meeting Minutes for 10/14/2024

The Harlan Community Library Board of Trustees met on Monday, 10/14/2024 at 5:16 p.m. in the Library meeting room

Present: Tanya Bruck, Hope Chipman, Susan Finn, Paul Simpson, Roy Burkhalter, Bill Early, Andrew Sandquist, Sharon Kroger, Kristi Travis  
Absent: Connie Claussen  
Also Present: Director Amanda Brewer

President Andrew Sandquist called the meeting to order. Bill moved, seconded by Hope to approve the agenda as presented. The motion carried unanimously.

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

Susan moved, seconded by Bill, to approve the minutes from the July 2024 and September 2024 meetings. The motion carried unanimously.

#### Director's Report:

- Amanda attended the Iowa Library Association annual conference on October 9 – 11. Conference attendance has been paid for her this year and in past years. She usually runs a booth during the conference and is unable to attend many of the speaker sessions and thus cannot earn CEUs. In the future, she will not officially register for the conference and save the money for alternative CEU opportunities.
- Programming
  - Youth –
    - 3<sup>rd</sup> Lego Night
    - 17<sup>th</sup> Family Fun Night – Fossils and Prehistoric Animals
    - 26<sup>th</sup> Harvest Fest Spooky Stories
    - 31<sup>st</sup> closing at 5pm for trick or treating
  - Adult –
    - 10<sup>th</sup> Adult Craft: Resin Art
    - 16<sup>th</sup> – Classic Movie Series
    - 24<sup>th</sup> – Paranormal Program with the Iowa Psychic Bureau
- Board Education - Board Room Series 2023 "Intersections 1 and 2" Where Library Board and Cities Meet
- Repairs: Women's toilet lower level, AC issue outside – went ahead and checked all of them, bad switches on overhead lights, PCS coming to fix a computer, replace a wireless AP and replace an internet run to the adult services desk, emergency light in Newspaper room needs a new battery
- Fundraising Campaign – 1<sup>st</sup> meeting took place on September 30<sup>th</sup> and the next one is schedule for this coming Monday at MiCasa at 5:15pm.

- Bills – Order envelopes with new logo from Harlan Newspaper 336.60
- Statistics – Programming stats are higher this last quarter over the previous year with about 600 more in attendance, Children’s computer usage went from 681 to 940, wireless internet usage went from 6428 to 7808, website visits went from 1892 to 3250, acquisitions 463 to 528
- Staffing – Short-staffed since August 1<sup>st</sup>, completed 3 pushes on FB which all resulted in applications, but none are good fits for the position. Will work on a 4<sup>th</sup> push on FB.

Motion by Paul, seconded by Tanya, to approve the bills the director has paid. The motion carried unanimously.

Committee Meetings: Facilities Committee to meet before next Board meeting

Old Business: None

New business: None

Our next meeting will be 11/11/2024 at 5:15 p.m.

There being no further business, motion made by Bill, seconded by Hope to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 5:38 p.m.

Hope Chipman, Secretary

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