

# **Fort Dodge Public Library Board of Trustees**

## **Meeting Minutes**

June 26, 2023

### **I. Call to order/Roll Call**

President Deb Kelleher called to order the regular meeting of the Fort Dodge Public Library Board of Trustees at 3:32 p.m. on June 26, 2023 at the Fort Dodge Public Library.

The following persons were present: Rita Schmidt (Director), Alexis Powers (staff), Deb Kelleher, James Kramer, Merrily Dixon, Sheryl Griffith and Kelly Hindman.

### **II. Approval of Agenda**

Schmidt provided a revised agenda adding letter d. New Staff Computers under X. New Business. A motion to approve the revised agenda was made by Dixon, and seconded by Griffith. Motion carried.

### **III. Approval of Minutes**

A motion to approve the May meeting minutes was made by Griffith and seconded by Dixon. Motion carried.

### **IV. Comments/Questions from the Public**

### **V. Bills and Financial Reports**

- A. Hindman moved payments in the amount of \$6,922.78 to be approved in the Gift and Memorial Accounts. Kramer seconded. Motion carried.
- B. Dixon moved payments in the amount of \$11,159.77 to be approved in the City Funds Accounts. Kramer seconded. Motion carried.

### **VI. Communications/Board Education**

### **VII. Committee Reports**

### **VIII. Directors Report**

#### Budget

- Schmidt submitted the annual grant request to Deardorf for \$50,000.00.

#### Technology

- The library would like to purchase 3 new AWE workstations for the Children' Dept.
- The library has added Educate Station as a new online resource for parents and children.

#### Programming

- Four Adventure Passes were borrowed in May.
- Summer Reading Programs are off to a great start with 597 children and 50 teens registered as of June 21<sup>st</sup>. Tuesday Adventures- Mikayla Oz had 263 attendees, butterfly tents had 409 and the Juneteenth craft had 134.

#### Website

- The website team met on June 15<sup>th</sup>. Surveys will be available for patrons and staff this week. Website launch goal is late December/early January.
- Amy has suggested that a professional photographer be hired to take new photos for the website.

## **IX. Old Business**

### **X. New Business**

- A. AWE Computer Workstations – Children’s Department – The quote for 3 new workstations is \$10,553.00. This will be paid out of the Deardorf Children’s Audio/Visual line. A motion to approve the purchase was made by Griffith. Seconded by Hindman. Motion carried.
- B. Election of Officers for FY24-A slate of officers was discussed:
  - President – Kelly Hindman.** Kelleher motioned. Griffith seconded. Motion passed.
  - Vice President – Merrily Dixon.** Kelleher motioned. Griffith seconded. Motion passed.
  - Secretary – James Kramer.** Dixon motioned. Kelleher seconded. Motion passed.
- C. Appointment of Liaisons to Other Boards (Friends/Foundation) - It was discussed that Griffith will become the Friends liaison while Kelleher will become the Foundation liaison.
- D. New Staff Computers – 7 staff computers will be upgraded as well as purchasing 11 new monitors for a total of \$9,284.43 to be paid out of the Gift and Memorial Hillesland monies. A motion to approve the purchase was made by Hindman. Seconded by Griffith. Motion carried.

### **XI. Adjournment**

Dixon moved a motion to adjourn. Seconded by Kramer. The motion carried. The meeting was adjourned at 4:09 p.m.