

Fort Dodge Public Library Board of Trustees

Meeting Minutes

July 24, 2023

I. Call to order/Roll Call

President Kelly Hindman called to order the regular meeting of the Fort Dodge Public Library Board of Trustees at 3:30 p.m. on July 24, 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

A motion to approve the agenda was made by Kelleher, and seconded by Griffith. Motion carried.

III. Approval of Minutes

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

IV. Comments/Questions from the Public

V. Bills and Financial Reports

- A. Kelleher moved payments in the amount of \$12,448.43 to be approved in the Gift and Memorial Accounts. Griffith seconded. Motion carried.
- B. Griffith moved payments in the amount of \$13,476.71 to be approved in the City Funds Accounts. Dixon seconded. Motion carried.

VI. Communications/Board Education

VII. Committee Reports

- A. Foundation – Meets July 25th
- B. Friends – Revenue is up. The bookstore will no longer be open Tuesday evenings. They have received 165 memberships and 12 business members.

VIII. Directors Report

Budget

- The Deardorf Foundation granted the library's request for \$50,000.00.

Building

- The ceiling noise above the board room was a sensor for the HVAC and has been fixed.
- Baker Electric replaced a light switch for the fireplace area bank of lights.

Technology

- The 3 new AWE workstations for the Children' Dept. have been installed.

Programming

- National Night Out will be held on the Square, Tuesday, August 2nd.
- Summer Reading Programs now have 948 children and 64 teens registered. Tuesday Adventures- The dinosaur adventure was one of the largest we've ever hosted with 488 attendees.

Website

- The website team is meeting weekly. They are currently determining what needs to be added and deleted as far as information and pages. A recommended reads page and one for community resources have been chosen as additions.
- Rick Maehl took photos for the library to use on the new website with no stipulations.

IX. Old Business

X. New Business

- A. IFC Security Cameras/Network Change - This change will allow the library to switch its cameras to the city's network so police/detectives would be able to access them remotely when needed. The exterior cameras will be upgraded and an additional camera added to cover the staff parking area. This project will be funded with Hillesland monies and cost approximately \$10,915.00. A motion to approve the purchase was made by Kelleher. Seconded by Kramer. Motion carried.
- B. Personnel Policy – The policy needs updated to remove references to the union contract and include the changes related to holidays. The board needs to address what happens when the building closes due to inclement weather or an emergency. The board recommended changing the 'Inclement Weather' heading to 'Closings' and to add 'However,' to the chosen paragraph for closure by the Director or City Manager. Dixon moved the approval of this revised policy. Seconded by Kelleher. Motion carried.

XI. Adjournment

Kelleher moved a motion to adjourn. Seconded by Griffith. The motion carried. The meeting was adjourned at 4:26 p.m.