

March 2022

The regular meeting of the Board of Trustees for the Burlington Public Library was called to order by President Becky Godfrey, Wednesday, March 23, 2022, at 4:30 p.m. in Meeting Room A. Board members Becky Godfrey, Don Schmidgall, Matt Shinn, Jerry Parks (via zoom) and Director Rhonda Frevert were present. Friends' Liaison Mary Ann Bolan, West Burlington Liaison Rebecca Teater, Sara Garland and Kathy Gerling were also in attendance. Board members Megan Fuqua, Mary Weinand and Tenyshia Chalupa were absent. Notification for this meeting was sent to KBUR/KGRS, KCPS, KKMI, and WIUM radio stations and The Hawk Eye, March 18, 2022.

Don Schmidgall moved the Board to approve the agenda for this meeting and the minutes from the last meeting. Second by Matt Shinn; motion approved unanimously.

### **Board Training**

#### **a. Staff Presentation: Introduction of Shelvers**

The following shelvers introduced themselves and explained their duties at the library: Dan Moehn, Jim Ford and Kaitlynn Broeg. Michelle Campbell could not attend the meeting, but she is also a shelver at the library.

#### **b. Article: Principles of Intellectual Freedom Video Clip**

A portion of the video clip was shared at the meeting. The link was shared for those who want to watch the whole video.

### **Expenditures**

Rhonda mentioned that we are starting to go through the remaining FY22 city budget to forecast the remaining bills and funds.

Jerry Parks moved the Board to approve expenditures. Second by Don Schmidgall; motion approved unanimously.

### **Friends Liaison Report**

The Friends have decided to forego the annual meeting and dinner again this year due to the ongoing pandemic. Renewals will be done by mail like last year.

The Friends plan to do some outreach this summer at the vintage market and farmers market.

### **West Burlington Liaison Report**

Rebecca mentioned the library may be getting some new users from West Burlington.

### **Building Committee**

Rhonda mentioned the recent landscaping proposal the library received to revamp/refresh the landscaping. Two additional bids are needed.

### **Finance Committee**

The FY23 budget passed on Monday March 21 – no changes to the proposed budget were made.

### **Library Services Report**

Rhonda briefed the Board on her report and discussed the recent staff training for conflict resolution and de-escalation training.

### **Use Statistics**

Starting next month, the library will add a fourth year to the monthly circulation reports to show comparison before the pandemic.

**Old Business**

**a. In-Person Services**

The only limitation right now is that the meeting rooms are at half capacity. Matt Shinn moved the Board to approve resuming all meeting rooms to their full capacity. Second by Jerry Parks; motion approved unanimously.

**New Business**

**b. Policy: Collection Development**

Rhonda went over the proposed changes to the policy. Don Schmidgall moved the Board to approve the revised policy. Second by Matt Shinn; motion approved unanimously.

There being no further business to come before the Board, Jerry Parks moved the meeting be adjourned at 5:15 p.m. Second by Matt Shinn; motion approved unanimously.

Respectfully submitted,

Rhonda J. Frevert  
Library Director