

November 2022

The regular meeting of the Board of Trustees for the Burlington Public Library was called to order by Vice President Don Schmidgall, Wednesday, November 30, 2022 at 4:30 p.m. in Meeting Room A. Board members Matt Shinn, Don Schmidgall, Roger Hatteberg, Mary Weinand, Megan Fuqua, and Library Director Brittany Jacobs were present. Friends Liaison Anita Wagner, Sara Garland and Kathy Gerling were also in attendance. Board members Becky Godfrey, Tenyshia Chalupa, and West Burlington Liaison Rebecca Teater were absent. Notification for this meeting was sent to KBUR/KGRS, KCPS, KKMI, and WIUM radio stations and The Hawk Eye, on November 25, 2022.

The agenda was amended to remove the policy update. This update will take place at the December meeting. Mary Weinand moved the Board to approve the revised agenda for this meeting and the minutes from the last meeting. Second by Matt Shinn; motion approved unanimously.

Expenditures

Matt Shinn moved the Board to approve expenditures. Second by Roger Hatteberg; motion approved unanimously.

Friends Liaison Report

Anita Wagner reported that the Friends had a very successful black Friday booksale, raising more money than any other black Friday booksales they have had. Anita also mentioned that the Friends are updating their policy and procedure manual.

Board Committees

Finance Committee

- The committee met earlier this month to discuss the proposed FY24 budget.
- Trust Termination update – the library notified the Foundation and are awaiting the financial paperwork back from the Foundation to proceed with the transfer of funds for the Pike Trust Termination.

Library Services Report

- Brittany mentioned that the space consultant will be here again next week for finish measuring and will report her findings at the January meeting.
- Brittany talked about the Little Free Library TICOs is building, the new PiECES afterschool program, and the Vacation Through Time program series.

New Business

- a. Health and Safety Policy – moved to next meeting.
- b. State Annual Survey – included in packet.
- c. Closed Session

Mary Weinand moved the Board go into closed session per Iowa Code Section 21.5.1.(i) to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and the individual requests a closed session. Second by Roger Hatteberg; motion approved unanimously. All present role call: Don Schmidgall, Matt Shinn, Mary Weinand, Roger Hatteberg and Megan Fuqua.

Minutes – Board mtg., 11/22 Page 2

The meeting was moved to reconvene in open session at 5:12 p.m. by Roger Hatteberg. Second by Matt Shinn; motion approved unanimously. All present role call: Don Schmidgall, Matt Shinn, Mary Weinand, Roger Hatteberg and Megan Fuqua.

There being no further business to come before the Board, Roger Hatteberg moved the meeting be adjourned at 5:15 p.m. Second by Mary Weinand; motion approved unanimously.

Respectfully submitted,

Brittany Jacobs,
Library Director