

April 2023

The regular meeting of the Board of Trustees for the Burlington Public Library was called to order by Board President Becky Godfrey, Wednesday, April 26, 2023, at 4:32 p.m. in Meeting Room A. Board members Becky Godfrey, Roger Hatteberg, Don Schmidgall, Mary Weinand, Matt Shinn, and Library Director Brittany Jacobs were present. Friends' Liaison Anita Wagner, West Burlington Liaison Rebecca Teater, Sara Garland and Kathy Gerling were also in attendance. Board members Megan Fuqua and Tenyshia Chalupa were absent. Notification for this meeting was sent to KBUR/KGRS, KCPS, KKMI, and WIUM radio stations and The Hawk Eye, on April 24, 2023.

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

Communication, Correspondence, & Public Address

The Library Board received a letter from the library staff for a potential library board member recommendation.

Board Training

Board discussion of the TED talk videos Brittany shared as listed in the agenda. Becky encouraged the Board to share this training, and any other board training received, with those outside the library to help educate others on library topics and issues.

Expenditures

Brittany explained the current state of the remaining FY23 budget. There are extra funds in the health insurance and wages lines so we are trying to use those up to pay for things that would have been paid for out of our Foundation line.

Don Schmidgall moved the Board to approve expenditures. Second by Roger Hatteberg; motion approved unanimously.

West Burlington Liaison Report

Rebecca Teater provided an update. She mentioned that Brittany attended the recent West Burlington City Council meeting and introduced herself and discussed how a drop box location in West Burlington isn't feasible, but that the plans for a future book mobile will help reach out to contracting communities. The Council also presented a library proclamation in honor of National Library Week.

Friends Liaison Report

Anita Wagner provided an update. She reported that they had another successful sales month in the Footnotes shop. The Friends are preparing for their annual meeting which will be held April 28th. This month marks the forty-fifth year that the Friends group have been incorporated.

Board Committees - Advocacy Committee

Brittany and Mary will get together regarding library advocacy.

Board Committees - Finance Committee

Matt has a recommendation for a potential board member and will ask her to fill out the online application on the city's website.

Library Services Report

- Brittany explained the library recently had some floors stripped and waxed, divider walls cleaned, and the ceilings cleaned in the meeting rooms. The carpet cleaning will begin next month.
- Brittany also discussed the new ILS conversion migration.
- Brittany provided an update on the library levy/property tax reform bill. The library levy carries the bulk of our operating budget, as it does for most libraries in the state. If passed, this will take effect in FY25. Brittany will provide updates on this to the Board as she receives information.

Use Statistics

No stats provided this month as we try and resolve the new ILS issues with stat reporting.

Old Business

Danville update

- Brittany put together a draft letter she wants to run by Matt before presenting it to the Danville city council.

New Business

a. Wheat Paste Mural

Brittany explained the project she hopes to complete this summer on the retaining wall outside the library by the main entrance. This is a temporary mural where old library photos would be transferred on the wall. The community would be able to help with this project. The cost for the project would be \$5/square foot.

b. BiblioBoard

The library will be getting a new interactive database that allows users to create content like books, podcasts, and more in a publishing platform.

Becky mentioned that the Outreach and Program Services Manager position is still open.

There being no further business to come before the Board, Don Schmidgall moved the meeting be adjourned at 5:35 p.m. Second by Mary Weinand; motion approved unanimously.

Respectfully submitted,

Brittany Jacobs,
Library Director