

October 2022

The regular meeting of the Board of Trustees for the Burlington Public Library was called to order by President Becky Godfrey, Wednesday, October 26, 2022 at 4:35 p.m. in Meeting Room A. Board members Becky Godfrey, Matt Shinn, Don Schmidgall, Roger Hatteberg, and new Library Director Brittany Jacobs were present. Friends Liaison Anita Wagner, West Burlington liaison Rebecca Teater, Sara Garland, Kathy Gerling, Sam Watson, and space consultant Shana Stewart 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, on October 21, 2022.

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

Board Training

a. Article: 4 Ways Classroom Design Impact Executive Functioning

- Article included in board packet.

b. Staff Presentation: Space Needs Grant, Sam Watson & Shana Stewart (space consultant)

- There was discussion of the community needs in relation to the library space. The Board gave feedback and kudos on the library and how it relates to the community. Shana will finish measuring the library space and develop a report with her findings. She will come back and present to the board when she is finished.

Expenditures

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

West Burlington Liaison Report

Rebecca Teater met with the West Burlington city council for her quarterly report with them. She reported that a link to the library's website has been added to the city of West Burlington's website.

Friends Liaison Report

Anita Wagner reported that the last friends booksale raised 92% of pre-covid sales. The friends are in the process of planning for their black Friday booksale.

Presidents Report

Becky thanked Don for attending the recent Foundation Meeting in her absence.

Board Committees

Finance Committee

- Matt will informally reach out to Danville regarding library services.
- Becky signed the paperwork for the PIKE Trust termination.

Library Director Selection Committee

- The personnel committee will need to start Brittany's annual review process. The Board will go into closed session in November for her review.

New Business

a. Policy Update – set 3-minute timeline for public comment at board meetings

- Don Schmidgall moved the Board to approve the revised policy update to include the 3-minute timeline. Second by Matt Shinn; motion approved unanimously.

There being no further business to come before the Board, Roger Hatteberg moved the meeting be adjourned at 5:40 p.m. Second by Matt Shinn; motion approved unanimously.

Respectfully submitted,

Brittany Jacobs,
Library Director