

CARLISLE PUBLIC LIBRARY

135 School Street – PO BOX S, Carlisle, Iowa 50047 515-989-0909 Fax 515-989-4328

CARLISLE PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

NOVEMBER 12, 2020 7:30 PM

Board Members Present at Meeting at City Hall:

Sherry Amos
X Marilyn Goodhue
X Duane Johnson
X Amy Kluver
X Scott Mavin
Daphne Sayers
Fabian Hernandez
X Kay Randleman
X Jim Van Gundy

Others Attending the Meeting:

X Stacy Goodhue
Beth
Deven Markley

Called to order at 7:30pm

A. Disposition of Minutes for October 2020 meeting Motion to approve by: <u>Duane</u> Second: <u>Scott</u> Passed: <u>Y</u>	
B. Director's Financial Report Total money to City Hall from the library for October 2020: \$82.48 Faxes: \$28.50 Earbuds: \$4 ILL: \$21 Replacements: \$28.98	
C. Action on Bills:	
Amazon.....	\$196.10 (books, DVDs, programs, office supplies)
Center Point.....	\$420.66 (large print books)
Credit Card and True Value	\$181.14 (notary supplies, cleaning supplies, programs)
Cyber Solutions.....	\$508.46 (IT services)
Davidson Pest Control.....	\$40.00 (pest control)
Dollar General.....	\$1.07 (balloons)
Fareway.....	\$2.49 (program supplies)
Gale/Cengage Learning.....	\$193.10 (books)
Ingam.....	\$790.33 (books)
Jeffries Cleaning.....	\$375.00 (cleaning service)
Micromarketing.....	\$259.10 (audio books and books)
Overdrive.....	\$828.32 (ebooks and downloadable audio)
Penworthy.....	\$490.84 (books)
Roberts.....	\$90.65 (furnace check)

Total Bills.....	\$4377.26
Motion to approve by: <u>Scott</u> <u>Second: Duane</u> <u>Passed: Y</u>	
D. Public Presentation to/or Discussion with the Board	
<ul style="list-style-type: none"> • None 	
E. Progress & service reports	
<ul style="list-style-type: none"> • Director’s Report/Stacy: New Children’s Librarian (Rose) started Monday 11/8, staff weeding a lot, 11/23 is “Planning Day” for ILA requiring Stacy’s involvement as President Elect, City has re-evaluated Covid/Pandemic response. • Stats: Stacy lead board through review, people & electronic use are down approx. 50%. 	
F. Committee Reports:	
<ul style="list-style-type: none"> • Budget Committee (Duane, Scott, Jim): Budget completed, if approved, goes to City. 	
Motion to approve by: <u>Duane</u> <u>Second: Marilyn</u> <u>Passed: Y</u>	
G. Unfinished Business:	
<ul style="list-style-type: none"> • Unscheduled Closing policy: reviewed for final approval; “Board President or City Administrator” replaced “the Assistant Librarian” as decision-maker back-up to Director (in second paragraph). 	
Motion to approve by: <u>Scott</u> <u>Second: Duane</u> <u>Passed: Y</u>	
<ul style="list-style-type: none"> • Library Website is done & in process of getting linked to the City’s website. 	
H. New Business:	
<ul style="list-style-type: none"> • Updated Youth Services job description. 	
Motion to approve by: <u>Kay</u> <u>Second: Jim</u> <u>Passed: Y</u>	
I. Library Vision/Planning:	
<ul style="list-style-type: none"> • December CPL-Board meeting moved to 1 week later (from 12/10 to 12/17/2020) • Meeting scheduled for 01/16/2021, 10:30am at City Hall - with City Council, CPL-Board, Foundation & Friends – to be led by Devon/City Admin. 	
J. Foundation/Building:	
<ul style="list-style-type: none"> • Planning a garden event for spring 	
K. Communications:	
<ul style="list-style-type: none"> • None 	
L. Upcoming Events:	

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| <ul style="list-style-type: none">• Among Us- adults only 11/14 7pm (Beth is facilitating)• Closed for Thanksgiving break 11/26-11/29 (first time to be closed all 4 days) |
| M. Adjournment |

Adjourned at 8:04 pm

Motion to approve by: Scott Second: Jim Passed: Y