

# CARLISLE PUBLIC LIBRARY

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## CARLISLE PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

December 17, 2020 7:30 PM

### Board Members Present at Meeting:

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

### Others Attending the Meeting:

X Stacy Goodhue  
Beth  
Deven Markley

Called to order at 7:34 pm

A. Disposition of Minutes for November 2020 meeting Motion to approve by: <u>Duane</u> Second: <u>Daphne</u> Passed: <u>Y</u>
B. Director's Financial Report Total money to City Hall from the library for November 2020: \$59.97 Faxes: \$3.50 Earbuds: \$3 ILL:\$5 Replacements: \$36.98 Donation: \$11.49
C. Action on Bills: Amazon.....\$180.78 (books, DVDs, programs, office supplies) Credit Card and True Value .....\$179.61 (batteries, cleaning supplies, programs) Cyber Solutions.....\$646.46 (IT services, headphones, ink) Davidson Pest Control.....\$40.00 (pest control) Demco.....\$87.28 (label protectors) Fareway.....\$27.98 (office supplies) Gale/Cengage Learning.....\$102.71 (books) Ingam.....\$1071.00 (books) Jeffries Cleaning.....\$375.00 (cleaning service) Micromarketing.....\$98.88 (audio books and books) Overdrive.....\$991.29 (ebooks and downloadable audio)

USPS.....\$94.00 (P.O. Box)  
Warren County Genealogical Society.....\$60.00 (book)  
Warren County Historical Society.....\$45.00 (book)

Total Bills..... \$3,999.99

Motion to approve by: Kay Second: Daphne Passed: Y

D. Public Presentation to/or Discussion with the Board

- None

E. Progress & service reports

- Stacy, Director's Report & Stats Reviewed- Kathy is retiring, Stacy was out on vacation and the Library was in good hands with Beth. Programs still running like Among Us activity, craft kits available, Photo spot, etc. Stacy asked what kinds of stats would you like for future meetings, and she gathered the feedback to look at making some simplified changes for future meetings.

F. Committee Reports:

- None

G. Unfinished Business:

- None

H. New Business:

- Nominations of officers and vote- President, Vice President and Secretary (Nominations for Marilyn as President, Scott as Vice President, Sherry as Secretary)

Motion to approve the nominations by: Marilyn Second: Scott Passed: Y

- Possible creation of Treasurer (or a similar name) position. This position would chair the Budget Committee and sign off on month bills. If approved an update of the Bylaws would be required. The Board proposed that the Vice President role consume the Budget Chair and Bills responsibilities. Stacy will work on this for next month.
- Set second Thursday of each month at 7:30pm as official date and time.

Motion to approve the monthly meeting (same day/time): Amy Second: Scott Passed: Y

- Determine dates closed for next calendar year. Recommended:  
1/1/21  
5/31/21

7/5/21  
9/6/21  
11/25-11/27  
12/24-12/25  
Plus one date yet to be determined for staff training

Motion to approve the above closed dates, approved by: Daphne Second: Amy Passed: Y

I. Library Vision/Planning:

- None

J. Foundation/Building:

- Heart it or Hate it Fundraiser
- Secret Garden tour in summer

K. Communications:

- None

L. Upcoming Events:

- Virtual Storytime every Wednesday at 10:30am
- Library Closed 12/24-12/27 (Christmas), 1/1/2021 (New Year's)
- Virtual Family Storytime 1/4/21 6:30pm
- Adult Book Club 1/5/21 6:30pm

M. Adjournment

Adjourned at 8:13 pm

Motion to approve by: Duane Second: Amy Passed: Y