

CARLISLE PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

November 9, 2022 7:30 PM

Board Members Present at Meeting:

x Sherry Amos x Marilyn Goodhue □ Fabian Hernandez x Duane Johnson
x Amy Kliver x Scott Mavin □ Kay Randleman x Daphne Sayers x Jim Van Gundy

Others Attending the Meeting:

x Stacy Goodhue □ Drew Merrifield □ Deven Markley \_\_\_\_\_

Called to order at 7:32

A. Disposition of Regular Minutes

Any Discussion: None

Motion to approve by Daphne Second Jim Passed: Y

B. Director's Financial Report

- Total money to City Hall from the library for October 2022: \$63.44
Faxes: \$27.50 Earbuds: \$8 Replacements: \$27.94 Donation: 0

C. Action on Bills:

- 1. Abdo...\$58.90 (books)
2. Ames...\$15.12 (book)
3. Amazon ...\$409.59 (books, supplies, program sup., AV)
4. Center Point Large Print...\$589.68 (large print books)
5. Credit Card/True Value...\$657 (books, conference hotel, software, program supplies)
6. Cyber Solutions...\$708.41 (IT service)
7. Davidson Pest Control...\$45.00 (pest control)
8. Des Moines Register...\$530.97 (newspaper)
9. Fareway...\$60.92 (program and cleaning supplies)
10. Ingram...\$918.44 (books)
11. Jeffries Cleaning...\$410.00 (cleaning)
12. Junior Library Guild...\$30.00 (books)
13. Larry's Window Cleaning...\$60.00 (window cleaner)
14. MicroMarketing...\$130.43 (DVD, audiobooks)
15. Penworthy...\$169.26 (books)
16. Scholastic...\$250.55 (trunk or treat books)
17. Science Center...\$250.00 (Adventure Passes)
18. Vanguard...\$788.88 (patron cards)

Total Bills... \$6,083.15

Motion to approve by  Duane  Second  Daphne  Passed: Y

D. Public Presentation to/or Discussion with the Board  
None

E. Progress & service reports

Stacy: Director's reports

-Sidewalk repair is done

-Workers Comp claim – employee injured by sign at Pumpkinfest, no broken bones but issues remain, claim in process.

-Nancy did great in Stacy's absence

Stats: Mostly increased from last year, Monthly Circulation was up.

F. Committee Reports

-Budget Committee met prior to Board Meeting regarding the FY 2024 budget. Staff salaries proposed 5% increases, Stacy's salary increase set at 2.25% for now but may be adjusted based on City recommendation. Insurance estimates appear to be overstated and may be adjusted. Some item increases reflect inflation. Budget reflects acquisition of 5 more hotspots, may be paid for with grant but will have to pay for monthly service. Overall budget increased about \$15,000 but insurance adjustment could bring increase down to \$8,000.

Motion to approve budget recommendations as submitted with the understanding there may be changes.

Motion to approve by  Marilyn  Second  Amy  Passed: Y

G. Unfinished Business - None

H. New Business

Unattended child policy was created using language from the old Patron Behavior Policy.

Motion to approve by  Amy  Second  Daphne  Passed: Y

New Patron Behavior Policy was reviewed and submitted for approval.

Motion to approve by  Daphne  Second  Marilyn  Passed: Y

I. Library Vision/Planning: Termites found in future space. May require change of plans and these changes are being priced by contractor.

J. Foundation/Building: Holiday Tour of Homes set for 12/2 and 12/3 and three homes are ready to participate.

K. Communications: None

L. Training or Other: County-wide Trustee training at Milo 12/6

Read and discussed Chapter 1 of Trustee Handbook

M. Upcoming Events:

- a. Pigeon Party 11/12
- b. Adult Crafts 11/15
- c. Gingerbread Houses 12/2 & 12/3

N. **Adjourned at** 8:17

Motion to approve by Daphne Second Amy Passed: Y