Hiawatha Public Library

Library Board of Trustees Meeting

Location: Glenn Schminke Community Room

Date: October 9, 2018

Call to Order: 7:04 pm

A. Call to Order – Roll Call

Present: Brenda Powers, April Neuendorf, Jerry Mohwinkle and Karlene Nesslage. Also present: Jeaneal Weeks-HPL Director, Erin Zaputil – HPL Operations Manager , Bill Bennett – Mayor, Tom Chalstrom – CEO First Federal Credit Union, Greta Hanson and Nancy Petersen- First Federal Credit Union Foundation Board Members

B. Approval of Agenda

The Agenda was reviewed. Jerry Mohwinkle made a motion to accept the agenda, April Neuendorf seconded and the motion carried.

C. Approval of Consent Agenda

1. Approval of bills
2. Minutes: September 11, 2018
3. Library Director's Report
4. Monthly Report

Unanimous approval was given for the Consent Agenda after removing the Approval of the bills from the consent agenda.

The bills were reviewed with some corrections. Brenda Powers made a motion to pay the bills, Karlene Nesslage seconded and the motion carried.

D. New Business

1. Presentation by First Federal Credit Union re: Financial Literary Classes

   Tom, Greta and Nancy presented a plan to provide financial classes at the Hiawatha Public Library. There would be 4 per year covering topics such as How to Manage Debt, Banking, Savings, and Budgeting.

   Thank you to First Federal Credit Union for you monetary and in kind donations to the Hiawatha Public Library.

2. Update on construction plans

   Next steps: Review of the estimate is in process. Once that is complete there will be a public hearing and then the project will be sent out for bids.

3. Consideration of participation in Hombase Iowa Incentives.

   Other departments in the city are participating in providing reduced costs for veterans. Erin and Jeaneal suggested that we draft a policy to provide free printing for veterans. Breda Powers made a motion to create the policy, April Neuendorf seconded and the motion carried. The policy will be reviewed and voted on in a future board meeting.

4. Circulation, Circulation of Materials and Confidentiality of Records Policies combined into one policy.

   The board reviewed the combined policy. Combining the policies into one will provide easier access to the information for both patrons and staff.

   Karlene Nesslage made a motion to accept the new combined policy, Jerry Mohwinkle seconded and the motion carried.

5. Interlibrary Loan policy

   The board reviewed the revised Interlibrary Loan Policy. Updates were made to accommodate Quick Cards. Brenda Powers made a motion to accept the revised policy, Karlene Nesslage seconded and the motion carried.

E. Old Business- None

F. General Discussion –

- The Iowa Library Association Conference was held in Cedar Rapids this year. Four staff members attended: Jean Weeks, Erin Zaputil, Marta Petermann and Rachel Schiller. 2 Board members attended; Brenda Powers and Anna Ronnebaum. Brenda, Jeaneal and Erin shared with the board about their experiences and the sessions that they attended.
- The Groundbreaking that was held Oct. 1, 2018 was a success. Thanks to everyone who made it possible.
- Training will be held for the board members on October 30 at the Multi-Purpose room in City Hall.

G. President's Report – none

H. Adjournment – Karlene Nesslage made a motion to adjourn the meeting, April Neuendorf seconded and the motion was carried. Meeting adjourned at 8:08 pm.

Brenda Powers

Brenda Powers, President

ATTEST:

Karlene Nesslage

Karlene Nesslage, Secretary