Hiawatha Public Library

Library Board of Trustees Meeting

Location: Glenn Schminke Community Room

Date: November 13, 2018

Call to Order: 7:01 pm

A. Call to Order – Roll Call

Present: Brenda Powers, Matt Dunbar, Anna Ronnebaum, April Neuendorf, Jerry Mohwinkle, Sue Halter and Karlene Nesslage. Also present: Jeaneal Weeks-HPL Director, Rob Archibald – City Council Member

B. Approval of Agenda

The Agenda was reviewed. Anna Ronnebaum made a motion to accept the agenda, Matt Dunbar seconded and the motion carried.

C. Approval of Consent Agenda

1. Approval of bills
2. Minutes: October 9, 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 an addition. Karlene Nesslage made a motion to pay the bills, Anna Ronnebaum seconded and the motion carried.

D. New Business

1. Consider resolution to amend By-Laws
   Resolution No. 19-4, Library Board
   Resolution approving amendment of library by-laws

   Be it resolved by the Library Board of the City of Hiawatha, Iowa, approves the amendment of the library by-laws to add a personnel committee to library board committees.

   The resolution was unanimously approved by roll call vote.

2. Update on construction plans
   The estimate is in the process of being reviewed. Some cost estimate reductions have been made. Next steps: Final review of the estimate. It is expected to bid the project in late January 2019.
3. Policy review – Last and Damaged Materials
   Changes have been made to eliminate some of the minor charges for damaged items.
   Brenda Powers made a motion to approve the changes to the policy, Sue Halter seconded and the motion carried.
4. Consider resolution to approve FY20 budget request
   There was not an increase in the FY20 budget. There were some changes in line items, some items reduced and some increased, but with an overall zero increase.
   The following resolution was unanimously approved by roll call vote.
   Resolution No. 19-05, Library Board
   Resolution Approving FY-20 Library budget and direct the Library director to submit and present the FY-20 budget to the city council for approval.

   Be it resolved by the library board of the City of Hiawatha, Iowa, approves the Library FY-20 Budget as presented and directs the Library Director to submit and present said operation budget in the amount of $199,903 to the City Council for approval (see attached agreement Exhibit A).

E. Old Business-

Fundraising update – United Fire Group made a donation of $50,000 to the expansion project.

F. General Discussion –

- November is Food for Fines month. Patrons can bring in non-perishable food donations for a reduction in fines.
- The Little Food Pantry continues to be a source of food and supplies for people in need. Donations can be made by dropping them off in the Little Food Pantry.
- Friends of the Library – Anna reported the Friends continue to collect donations and hold book sales to support the library. The Friends of the Library is accepting new members. The board was encouraged to let people know about the group.

G. President's Report – none

H. Adjournment – Anna Ronnebaum made a motion to adjourn the meeting, Matt Dunbar seconded and the motion was carried. Meeting adjourned at 7:52 pm.

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Brenda Powers, President

ATTEST:

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Karlene Nesslage, Secretary