Hiawatha Public Library

Library Board of Trustees Meeting

Location: Glenn Schminke Community Room

Date: May 14, 2019

Call to Order: 7:08 pm

A. Call to Order – Roll Call

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

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: April 9, 2019
3. Library Director's Report
4. Monthly Report

Unanimous approval was given for the Consent Agenda.

D. New Business - HIAWATHA PUBLIC LIBRARY EXPANSION AND RENOVATION PROJECT

1. Consider resolution placing, plans and request for IT, COMMUNIACATION and DATA proposals, form of contract, and estimate of cost on file and directing the posting of the notice to bidders and the publication setting public hearing.

Motion to approve the following resolution was made by Karlene Nesslage, seconded by Matt Dunbar and was approved by a roll call vote:
Ayes: Dunbar, Ronnebaum, Mohwinkle, and Nesslage
Nays: none
Absent: Powers, Halter, and Neuendorf

RESOLUTION NO. 19-15
Hiawatha Public Library Board of Trustees

RESOLUTION PLACING PROJECT PLANS AND REQUEST FOR IT, COMMUNICATION and DATA PROPOSALS, FORM OF CONTRACT AND ESTIMATE OF COST ON FILE AND DIRECTING THE POSTING OF THE NOTICE TO BIDDERS AND THE PUBLICATION SETTING PUBLIC HEARING FOR THE HIAWATHA PUBLIC LIBRARY RENOVATION AND EXPANSION PROJECT.

2. Consider resolution placing project plans and request for audio visual package, form of contract and estimate of cost on file and direct the posting of the notice to bidders and the publication setting public hearing.

Motion to approve the following resolution was made by Karlene Nesslage, seconded by Matt Dunbar and was approved by a roll call vote:
Ayes: Dunbar, Ronnebaum, Mohwinkle, and Nesslage
Nays: none
Absent: Powers, Halter, and Neuendorf

RESOLUTION NO. 19-16
Hiawatha Public Library Board of Trustees

RESOLUTION PLACING PROJECT PLANS AND REQUEST FOR AUDIO VISUAL PACKAGE, FORM OF CONTRACT AND ESTIMATE OF COST ON FILE AND DIRECTING THE POSTING OF THE NOTICE TO BIDDERS AND THE PUBLICATION SETTING PUBLIC HEARING FOR THE HIAWATHA PUBLIC LIBRARY RENOVATION AND EXPANSION PROJECT.

3. Consider resolution entering into a service agreement with Terracon for Geotechnical engineering services.

Motion to approve the following resolution was made by Anna Ronnebaum, seconded by Matt Dunbar and was approved by a roll call vote:
Ayes: Dunbar, Ronnebaum, Mohwinkle, and Nesslage
Nays: none
Absent: Powers, Halter, and Neuendorf

RESOLUTION NO. 19-17
Hiawatha Public Library Board of Trustees

RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT FOR GEOTECHNICAL SERVICES OF THE HIAWATHA PUBLIC LIBRARY RENOVATION AND EXPANSION PROJECT.

E. Old Business-

1. Build project update – A temporary wall has been erected on the West end of the building to provide a barrier between the existing library and the new construction. Work has begun on the parking lot which is to the East of the current building. The Free Little Pantry is being relocated.

F. General Discussion – none

G. Trustee Training -

1. Chapter 3, Trustee Handbook – The board discussed the chapter on Ethics. This chapter lists ways to be ethical in our positions as Board members.
2. Brainfuse resource – Jeaneal Weeks shared with the board the new online resource Brainfuse. It provides tutoring, continued learning opportunities, job seeking tools and Veteran resources.

H. President's Report – none

I. Adjournment – Anna Ronnebaum made a motion to adjourn the meeting, Karlene Nesslage seconded and the motion was carried. Meeting adjourned at 7:34 pm.

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Anna Ronnebaum, Vice President

ATTEST:

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Karlene Nesslage, Secretary