Hiawatha Public Library

Library Board of Trustees Meeting

Location: Glenn Schminke Community Room

Date: April 10, 2018

Call to Order: 7:04 pm

1. **Call to Order – Roll Call** Present: Matt Dunbar, Brenda Powers, Anna Ronnebaum, April Neuendorf, Jerry Mohwinkle, Karlene Nesslage, and Sue Halter. Also present: Jeaneal Weeks-HPL Director, Rob Archibald – City Council representative, Dennis Marks – Police Chief, Mark Parmenter – City Attorney, Kim Downs – City Administrator, Bill Bennett – Mayor, Janet Libe – former board member, Cynthia Petersen – Hiawatha Today
2. **Approval of Agenda**
   The Agenda was reviewed. Karlene Nesslage made a motion to accept the agenda, Anna Ronnebaum seconded and the motion was carried.
3. **Approval of Consent Agenda**
   1. Approval of bills
   2. Minutes: March 13, 2018
   3. Library Director's Report
   4. Monthly Report

   Unanimous approval was given for the Consent Agenda
4. **Recognition of former trustee Janet Libe**
   The Library Board presented Janet Libe a plaque for recognition for her dedicated service to the Hiawatha Library.

5. Discussion regarding weapons in the library

Discussion was held about the Iowa State law that allows individuals to carry concealed weapons in public buildings which include the library. Mark Parmenter said that if individuals would like to see that law changed the best way is to contact your legislators.

6. Old Business –

1. Expansion update:
   Fundraising continues and donations are being made. Jeaneal has applied for 2 grants. Jeaneal and Kim are working together on a third grant to help reach our fundraising goal.

7. New Business –

1. Resolution hiring Lauren Lang as library page:
   The following resolution was approved unanimously
   18-04
   Be it resolved that the Hiawatha Public Library hire Lauren Lang as a library page at the rate of $9.00/hour effective March 9, 2018
   Passed and approved this 10th day of April 2018.

8. Library expansion/remodel discussion

1. Consider resolution regarding AIA document with Fusion Architects:
   Kim Downs shared with the Board the AIA document. "The AIA agreement is a standard agreement that lays out the scope of work and each parties responsibilities. The agreement reflects the professional agreement the board signed with Fusion Architect; the AIA agreement takes it a little further and lays out responsibilities in more detail such as Fusion Arch. will provide 6-inspections, formulate pay estimates and change orders. In addition to this agreement it will provide a second opinion on project cost estimate and assists with low voltage request for proposals."

   The following resolution was approved unanimously.

   Resolution 18-05
   Be it resolved that the Hiawatha Public Library approve AIA Document B101-2017 agreement between the Hiawatha Public Library and Fusion Architects.
   Passed and approved this 10th day of April, 2018.

2. Other discussion
   Projected timeline: July – Bids, September – Ground Breaking

Discussion was held about the disruption of the library activities during construction. It will be held to a minimum. There will be construction barrier with heavy plastic to keep the construction of the new portion from being a hazard to the patrons.

9. General Discussion – none

10. President's Report –

This week is National Library week (April 8-14)

11. Adjournment – Sue Halter made a motion to adjourn the meeting, Matt Dunbar seconded and the motion was carried. Meeting adjourned at 8:06 pm.

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Brenda Powers, President

ATTEST:

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Karlene Nesslage, Secretary