Hiawatha Public Library

# Library Board of Trustees Meeting

Location: Glenn Schminke Community Room

Date: September 11, 2018

Call to Order: 7:02 pm

## 1. Call to Order – Roll Call

Present: Brenda Powers, Anna Ronnebaum, Sue Halter, and Karlene Nesslage. Also present: Jeaneal Weeks-HPL Director, Rob Archibald – City Council Member, Kim Downs – City Administrator, Wade Squiers and Jake Allen from Fusion Architects, Julie Nelson and Carolyn Heitz from the Friends of the Hiawatha Public Library.

## 2. Approval of Agenda

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

## 3. Approval of Consent Agenda

1. Approval of bills
2. Minutes: August 14, 2018
3. Library Director's Report
4. Monthly Report

Unanimous approval was given for the Consent Agenda after removing the Minutes from the last meeting from the agenda. The minutes were not available for review at the time of the meeting.

## 4. New Business

1. Expansion plan architect's review

   Wade Squiers and Jake Allen presented the plans for the Library expansion and remodel project and answered questions about the plan and the layout. There

are a few minor things to review and then the plan will be ready for the next steps which will include a public hearing and opening the project up for bids.

2. Consider approval of Letter of Agreement with Willis Dady Homeless Services

   The board reviewed the Letter of Agreement with the Willis Dady Homeless Services. The key point is that Willis Dady Homeless Services will have a representative on site at the Hiawatha Public Library for 4 hours a week to meet with clients.
   Karlene Nesslage made a motion to approve the Letter of Agreement, Anna Ronnebaum seconded and the motion carried.

3. Board training – Ebsco Host
   It was decided to table the training on the Ebsco Host until a later time.

## 5. Old Business

1. Discussion about the most recent training was held; several board members attended the Advocacy training held by the State Library on August 28, 2018.

## 6. General Discussion –

- Erin is starting a newsletter; the first edition will be out soon
- The Groundbreaking for the library expansion and remodel project will be held on Oct. 1, 2018. The Groundbreaking committee is actively preparing for the celebration.

## 7. President's Report – none

## 8. Adjournment – Anna Ronnebaum made a motion to adjourn the meeting, Sue Halter seconded and the motion was carried. Meeting adjourned at 8:00 pm.

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Brenda Powers, President

ATTEST:

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Karlene Nesslage, Secretary