Hiawatha Public Library

Library Board of Trustees Meeting

Location: Glenn Schminke Community Room

Date: August 13, 2019

Call to Order: 7:03 pm

A. Call to Order – Roll Call

Present: Anna Ronnebaum, Matt Dunbar, Brenda Powers, April Neuendorf, and Karlene Nesslage. Also present: Jeaneal Weeks – HPL Director, Wade Squires – Fusion Architects, Mike Pearson – Guest.
Absent: Sue Halter, and Jerry Mohwinkle

B. Approval of Agenda

The Agenda was reviewed, 2 items were removed from the agenda; D.2.e and f. Karlene Nesslage made a motion to accept the agenda as revised, April Neuendorf seconded and the motion carried.

C. Approval of Consent Agenda

1. Approval of bills
2. Minutes: July 9, 2019
3. Library Director's Report
4. Monthly Report

A motion was made to approve the consent agenda after removing the bills to be voted on separately by Anna Ronnebaum, Matt Dunbar seconded and the motion carried.

Additional items had been added to the bills – these were reviewed. Brenda Powers made a motion to approve the payment of the bills, Matt Dunbar seconded and the motion carried.

D. New Business -

1. Strategic Planning discussion-guest Michael Pearson
   Michael led the board in a discussion about strategic planning. The first step was to brainstorm on Preparation and Design. There will be 4 Strategic Planning sessions. The proposal is to do them in October. The time and day of the week is to be determined.

2. Hiawatha Public Library Expansion and Motion:
   a. Consider Resolution approving Pay Estimate #1
      Motion to approve Resolution 19-27 was made by Anna Ronnebaum, seconded by Matt Dunbar.

      Resolution 19-27 was approved by a roll call vote:
      Ayes: Dunbar, Powers, Ronnebaum, Neuendorf, Nesslage
      Nays: none
      Absent: Mohwinkle, Halter

   b. Consider Resolution approving Pay Estimate #2
      Motion to approve Resolution 19-28 was made by April Neuendorf, seconded by Anna Ronnebaum.

      Resolution 19-28 was approved by a roll call vote:
      Ayes: Dunbar, Powers, Ronnebaum, Neuendorf, Nesslage
      Nays: none
      Absent: Mohwinkle& Halter

   c. Consider Resolution approving Pay Estimate #3
      Motion to approve Resolution 19-29 was made by Brenda Powers, seconded by Karlene Nesslage.

      Resolution 19-29 was approved by a roll call vote:
      Ayes: Dunbar, Powers, Ronnebaum, Neuendorf, Nesslage
      Nays: none
      Absent: Mohwinkle& Halter

   d. Consider Resolution declining Change Order #2

      Motion to approve Resolution 19-30 was made by Anna Ronnebaum, seconded by April Neuendorf.

      Resolution 19-30 was approved by a roll call vote:
      Ayes: Dunbar, Powers, Ronnebaum, Neuendorf, Nesslage
      Nays: none
      Absent: Mohwinkle& Halter

E. Old Business-

1. Building project update – excavation and removing excess water is in process. The next steps are to compact the soil and start the foundation.
2. Committee assignments – tabled until a later date
3. FY20 committee meeting schedule– tabled until a later date

F. General Discussion

1. New Circulation Clerk Rachel Greene has started working.
2. Operations Manager Position has been posted.

G. Trustee Training -

1. Open Records and Confidentiality – the board reviewed the portion of the Trustee Handbook about Open Records and Confidentiality.

H. President's Report

1. Brenda Powers presented an opportunity for trustee training through the state library on September 19th. Board members are encouraged to participate in the webinar.

I. Adjournment – Brenda Powers made a motion to adjourn the meeting, Anna Ronnebaum seconded and the motion was carried. Meeting adjourned at 8:13 pm.

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Brenda Powers, President

ATTEST:

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Karlene Nesslage, Secretary