

Atlantic Public Library Board of Trustees
Monthly Meeting Agenda
Monday, August 8, 2022, 5:30 pm
Library Meeting Room

1. Call to Order: The meeting was called to order at 5:30 p.m. by Vicki Brown (President)
 - a. Board members present: Donald McLean, Janice Dickerson, Vicki Brown (President), James Northwick, Janet Nielsen, Buffy Barrs,
 - b. City Council Liaison present: Dana Halder
 - c. Board members absent: Greg Williams(Vice-President), Becky Osborne, Adam Skog,
 - d. Library Staff present: Michelle Andersen (Library Director)
 - e. Guests: None

2. Public Comment: None

3. Approval of minutes from July 10, 2022

4. Bills & Finances
 - a. Michelle Andersen reviewed the bills from the past month. She requested to add three bills that
 - i) \$26.91 was added to Travel and Training (line 6230) to Michelle Andersen for mileage to a meeting in Massena
 - ii) \$1,716.32 was added to software/databases (line 6724) for OverDrive(Bridges)
 - iii) \$71.48 was added for reimbursements to Jody Allumbaugh for summer expenses
 - b. Janet Nielsen moved that all bills be paid as amended. Donald McLean seconded. Motion carried unanimously.
 - c. Michelle Andersen reviewed the final FY22 with the board. The library spent 99% of the budget from last year.

5. Reports
 - a. President's Report:
 - i) Adam Skog will be moving and has resigned from the library board.
 - ii) Vicki Brown reviewed the director's evaluation with the library board.
 - b. Director's Report
 - i) June Halder sent a thank you for a reading challenge prize.
 - ii) The city administrator sent a note to Michelle Andersen thanking her, the staff and the board for being proactive with the policy dealing with book challenges.
 - iii) We have funds from the endowment that we can request for this year totalling \$8,084.
 - iv) Discussion was had on having a review of salaries before budgets are discussed at the city council.
 - v) Michelle Andersen reported that our internet has had some issues. The company is sending a tech on August 9th to replace a drop cord on the outside running into the building.
 - vi) State library has two opportunities to discuss the book Making Numbers Count on Thursday morning the 11th, and August 30th in the evening.

6. Policy Review/Adoption
 - a. Gift and Donor Policy-Reviewed (no changes)
 - b. Bulletin Board and Exhibits Policy-Reviewed (no changes)

7. Unfinished Business:

8. New Business:
 - a. Adjust open hours on Friday, September 23 for staff training
 - i) Buffy Barrs moved that we change the library opening to 12:00 pm on September 23,2022. Janice Dickerson seconded. Motion carried unanimously.
 - b. Iowa Library Association conference in October
 - i) Janet Nielsen moved that we approve two staff to attend the Iowa Library Association Conference in October 2022. Donald McLean seconded. Motion carried unanimously.

9. Other Business
 - a. Michelle Andersen shared some services that are provided to the library with state funding.
 - b. Orange Boy Savannah data was briefly discussed. The mapping piece may be shared with the board next month.
 - c. We would like to put the endowment request on the September meeting agenda.

10. Adjournment
 - a. Meeting adjourned at 6:15 PM.

Respectfully submitted,

James Northwick
Trustee Board Secretary