

Woodward Public Library
Board Meeting Minutes
November 4, 2024

Attended by: Dave Elliott, Myrna Griffith, Jess Hass, Peggy Nieland, David Brown, Sandra Dickson, Zane McGlade, Kathy Butler. Guests: Mary Bustad, Jim Gough.

Meeting was called to order at 5:02 pm.

Kathy made the motion to accept the agenda, Sandra 2nd, motion passed.

No comments from the guests.

No minutes at this time, minutes will be tabled for next meeting.

Approval of Bills, no electric bill at this time; Myrna received a call from Minburn Communications, we have two phone lines and have only been charged for one, will be charged for both starting in December, David explained what is going on in more detail. Kathy moved the bills, Jess 2nd, motion passed.

Education, Myrna passed out the By-Laws of the Library Board of Trustees and Chapter 21 of the Woodward Code of Ordinances. The Board of Trustees wrote the By-Laws, so we can change them as needed. But any changes to Chapter 21 can only be changed by vote.

Unfinished Business, a-we had about 100 kids on Halloween beggar's night, Peggy and Kathy handed out the goodies; b-T-shirt flyers are up for the Christmas Fundraiser, the sale will last 2 weeks, Kathy will pick them up and bring them to the library for people to come and claim.

On-going business, A-sale of the old furniture is going well, new tables will arrive on Wednesday, Kathy brought in the folding chairs (18 with 2 more to come). There was discussion of money going to the city, it was thought that the city will receive 10% of any sales, Jess moved the report, Peggy 2nd, motion passed. The space planning workshop on April 22nd, was very good. Looking at rearranging the library space we have, make a positive look and keeping in good shape. B-Myrna handed out the results of the community education survey, there were some good ideas, now we need to get together and plan who could teach the classes and when to do the classes. Looking at March and April once or twice a week some lasting up to eight weeks. Some of the games/cards could be family oriented or family oriented.

Reaccreditation, the state person in charge is retiring, so will be given a one-year pass, so our accreditation will be due February 2026.

New Business, Advertising for inside and outside (handouts shown); many examples of different situations. Suggested an expert to come and look at our needs, but we would have to check on the cost. Motion to contact the expert made by David, Jess 2nd, motion passed.

Budget, The upcoming budget was changed to add a youth services librarian as we do a lot with children, 3% increase for all employees, have cut a lot of line items to add this person. We started out at a 17% increase, then cut a lot to get this position. We are looking at this as an initial proposal. David moved the report, Sandra 2nd, motion passed.

Director's report, a- The library calendar for November: we will be closed November 11, 28 and 29. Susan will be working the first and third Saturday and Kathy will be covering the second and fourth Saturday. On the fifth Saturday will be covered by Myrna. Adult programming will be on November 22, the speaker will be talking about Suffrage in Iowa and who WWI affected Iowa. Myrna reported on the weeding progress for Children's Nonfiction books. Annual Report, Information was provided. B- Snapshot, information was provided. c- Programming report, information was provided. d- Who-Fi report, information provided.

Foundation Report, information provided.

David will not be at the meeting next month.

Next meeting will be December 2, 2024 at 5 pm.

Kathy moved to adjourn, Jess 2nd, at 6:25 pm, motion passed.

Kathy Butler Secretary