

Woodward Public Library  
Board Meeting Minutes  
August 5, 2024

Attended by: Dave Elliott, Maureen Tiernan (by phone), Myrna Griffith, Jess Hass, David Brown, Kathy Butler. Absent: Sandra Dickinson, Zane McGlade. Guests: Gene Grell, Mary Bustad, Jackie Peters, Kathy Yeager.

Meeting was called to order at 5:05 pm.

Approval of agenda, motion was made by Kathy, 2<sup>nd</sup> by Jess, motion passed.

There were no public comments.

Kathy moved the minutes as amended, Jess 2<sup>nd</sup>, motion passed. Amendments: under New Business, 5<sup>th</sup> sentence, "Myrna is to go to the History ..." and under End of Year Reports, 4<sup>th</sup> sentence, "2 times and then (not them), no one else."

Approval of bills, information provided. Computers were looked at to assure no pornography. Jess made motion to approve the bills, Kathy 2<sup>nd</sup>, motion passed.

Jackie made a presentation for the Social Center. Discussed the City Council wanting to move the Social Center, but don't know where. Discussed the misinformation going around, changes in rent required and their obligations. The Social Center is asking the Library to give a donation when using the Center going forward. Jackie suggested maybe \$25. After Jackie left, the Board discussed and Jess made a motion of a \$50 donation now and a 2<sup>nd</sup> donation of \$50 in April, 2<sup>nd</sup> by Dave, motion passed.

The ALA Grant, \$6450, received for the ALA Grant work, was returned to the Foundation to be used later for digital items; only a few items are left to be cataloged. Strategic Plan, information was provided, want to change the mission statement to go along with our logo. Want to change our Plan to be more in line with <sup>where</sup> ~~what~~ we are going. Kathy made the motion to approve, Jess 2<sup>nd</sup>, motion passed. Lockdown Policy, will be tabled till next month, motion pass by Jess, 2<sup>nd</sup> by Kathy, motion passed.

Summer Fundraisers: June luncheon - \$251, July luncheon - \$328, August luncheon - \$384, 141 garage sale/book sale - \$238.75 (10% will go to the City).

New Business: Space Management, information provided. We need chairs more than tables right now, we will cover the cost with grant money. Myrna will continue to look at options. Personnel Policy, this is our largest policy and needs to be looked at. Dave, Myrna and Kathy will be the sub-committee to look at and report back at next Board meeting. Will meet Tuesday 8/13 and Tuesday 8/27, both at 1 pm. Circulation software, information provided. Apollo ILS/LSP, Myrna visited Van Meter as they use it and was very impressed. We will need to make a decision by September meeting. What we currently use is not working for us. Recommended by Myrna and the Board to move to Apollo, but first they need to answer some follow-up questions. (what goes with the migration).

Director's Report, information provided, visited the State Historical Museum and received a lot of good information, will be visiting others. Snapshot, information provided. WhoFi, information provided. Foundation Report, information provided, Myrna is putting a plan together for closing out some of the donation memorials.

There were no Board comments

Next meeting is **Tuesday** September 3, 2024 at 5pm.

Kathy made motion to adjourn at 6:40pm, Jess 2<sup>nd</sup>, motion passed.

Kathy Butler Secretary  
9/3/2024