

River Valley District Library
Board Meeting of the Library Trustees
June 21, 2021 5:30 PM

Call to Order- The meeting was called to order by President Anna Bippus at 5:30. In attendance were trustees Anna Bippus, Marybeth Wood, Brody Anderson, Emily Riewerts and Jill Schutts. Also in attendance were Library Director Teri Sandoval, Librarian Celeste McKay and Friend of the Library, Lisa Brathall. Trustees not in attendance: Chandra Oakland and Brie Barber.

Approval of the Agenda- Additions were made to the agenda prior to unanimous acceptance of it, with each new item receiving unanimous acceptance. Jill motioned for "Other" to be added, Anna motioned for "Director Report Initiation" and "Juneteenth" to be added and Brody motioned for "Property Discussion" Teri to be added.

Minutes- Jill motioned that the May 17 minutes be accepted with the addition of the time of adjournment.

Financial Reports- Were reviewed and filed for audit.

Public Comments- Lisa Brathall reported that the Friends of the River Valley District Library are purchasing awnings and tables for an outside reading area for the front of the library.

Director's Report- With the easing of COVID-19 restrictions and the start of the Summer reading program, Teri commented on her delight in hearing children's happy voices in the library.

As part of staff development, Circulation Librarian Kathy Peschang is learning Assistant Director duties.

In our evaluation of which Tech Services company to employ, Teri showed the board a spreadsheet analysis she had created to compare their offerings and rates. She reported that she has an appointment to talk to Tech Soup, a free service she recently became aware of, to help evaluate what amount of tech services our library could benefit from.

Research continues on finding a web site designer.

Jill made a motion to allow Teri to spend \$5000 from Equipment Maintenance for laptops. The motion passed unanimously.

Children's Librarian Celeste McKay reported on recent and future library programs.

Brody Anderson made a motion to accept the director's report as written/reported. The motion passed by unanimous vote.

Committee Reports- Policy, Building and Maintenance, Finance and Planning Committees each reported on their recent meetings.

NEW BUSINESS

Casual Vacancy Policy- Discussed Policy Committee's recommendation for revision to trustee vacancy policy.

Ordinance 2021-22-01 RVDL Board Meeting Dates- Brody Anderson motioned that we change the board meetings from the Monday holidays of Martin Luther King Day on January 17, 2022 and President's Day on February 21 2022 to the Tuesdays following those dates. The motion passed unanimously.

Ordinance 2021-2022-2% Building and Maintenance- Jill made a motion to approve the 2% 2021-22 Building and Maintenance Levy. The motion passed by roll call vote, Anna Bippus-aye, Marybeth Wood- aye, Emily Riewerts- aye, Brody Anderson-aye, and Jill Schutts- aye.

Director Report Evaluation- President Anna Bippus described her plan for doing this year's Director's Evaluation. She requested that Trustees have their summaries in by July 14th.

Juneteenth- discussion over whether to close the library for future Juneteenth holidays on June 17. No motions made.

Property Discussion- discussion on purchasing neighboring property/house, 207 S High Street, which is scheduled for foreclosure auction on July 9th. Brody made a motion that we not purchase the property. The motion unanimously passed.

ONGOING BUSINESS

Jurassic Parliament Trustee Education- Attendees participated in an online trustee training program by Jurassic Parliament.

Public Comment Policy- Emily Riewerts made a motion to accept the revisions to the public comment policy as proposed. Motion unanimously passed.

Working Budget- discussion.

IT Consultant Proposal- discussion.

On Boarding Manual- to be delivered soon.

Parking Lot- discussion.

Website Upgrade- discussion.

Adjournment- Brody made a motion to adjourn the meeting at 8:23 PM. Motion passed unanimously.