

JESUP PUBLIC LIBRARY BOARD OF DIRECTOR'S MEETING  
TUESDAY, MARCH 26, 2019

The Jesup Public Library Board of Directors met on Tuesday, March 26, 2019. President John Bergman called the meeting to order at 7:00 p.m.

Present: Becky Burke, Becky Wehrspann, Nancy Weber, Kraig Emick, Linda Schmit, Tony Lang, Al VanderHart, Trela Rottinghaus, Dana Hummel

Absent: None

John welcomed new board members; introductions were made around the table.

The agenda was reviewed; a motion was made by Nancy and seconded by Kraig to approve the agenda. All voted aye; motion carried.

#### SECRETARY'S REPORT

A motion was made by Kraig and seconded by Al to approve and accept the secretary's report. All voted aye; motion carried.

#### FINANCIAL REPORT

A motion was made by Nancy and seconded by Linda to accept the City Clerk's report. All voted aye; motion carried. Becky B. will inquire with City Hall about budget billing with MidAmerican Energy. A motion was made by Tony and seconded by Kraig to pay the bills. All voted aye; motion carried.

#### DIRECTOR'S REPORT

- The biennial report was filed with the Secretary of State
- Numbers were slightly down for February, mostly due to weather
- Exterior door replacement is scheduled for April 8
- Becky encouraged Amazon.com buyers to use Amazon Smile directing funds to the Library Endowment Fund
- Friends of the Library minutes were shared. Highlights included a Media Sale in May, Farmer's Day stand, Summer Reading Program, and new members in attendance
- Edge: Becky outlined several attainable goals; we will reassess in approximately 6 months

#### COMMITTEE REPORTS

- **Executive Committee:** John asked each Committee to continue sharing ideas to include in the Strategic Plan; thanked those who had already done so.
- **Outreach Committee:** Becky W. shared feedback from Boy/Cub Scouts. Entries are slow coming in for logo contest; we'd like to contact college/university students for input on design. Board member recommendations were sent to City Council and approved (Trela and Dana). Two names of rural community members were shared (Terri Schares and Angie Sabers); a motion was made by Tony and seconded by Kraig to send names to City Council for approval before going to Supervisors for appointment; all voted aye; motion carried. Edge goals were tabled.
- **Facilities & Grounds Committee:** Worked on Strategic Plan goals/bullet points. Requested input from Finance Committee on budget. Began Annual Report discussion.

- **Finance Committee:** Determined funds were available without having to amend budget for Facilities & Grounds. Submitted goals for the Strategic Plan. Exploring outside opportunities to grow Endowment Fund. Discussion continues on 5-year replacement plan.

Committee Assignments: John appointed Trela to the Outreach Committee; Dana to the Facilities & Ground Committee. He also asked all members to consider merging the Finance Committee and the Executive Committee. All committee assignments will remain 'as is' for the next fiscal year. Please share any input with John.

#### CITIZEN INPUT

- none

#### OLD BUSINESS

- **Director Purchasing Limits:** A motion was made by Linda and seconded by Nancy to give the Director authority for a single purchase up to \$1,000. All voted aye; motion carried.

#### NEW BUSINESS

- **Library Hours:** Effective April 1, the Library Hours will be:
  - 10 a.m. – 6 p.m. Monday, Wednesday, Friday
  - 9 a.m. – 8 p.m. Tuesday and Thursday
  - 10 a.m. – 2 p.m. Saturday

Our next meeting will be Monday, April 22 at 6 p.m.

Tony motioned to adjourn at 8:00 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Becky Wehrspann". The signature is written in black ink and is positioned below the typed name.

Becky Wehrspann, Secretary