

LIBRARY BOARD OF TRUSTEES
Regular Meeting
March 13, 2019

The regular meeting of the Board of Trustees of the Sioux City Public Library was held on Wednesday, March 13, 2019 in the Conference Room of The Aalfs Downtown Library.

MEMBERS PRESENT: David Halaas, Charles McKenny, Richard Moon, Hope Schaefer, Todd Stanley

MEMBERS ABSENT: Jane Vereen

STAFF PRESENT: Helen Rigdon, Angela Beeck

1. President Todd Stanley called the meeting to order at 3:32 p.m.
2. Roll call was taken.
3. The agenda was approved.
4. Approve the Minutes – February 20, 2019 [Action Item]

Moon moved approval of the minutes from February 20, 2019. Halaas seconded. Motion approved unanimously.

5. Director's Report

Rigdon stated that the Library was closed on February 24 due to blizzard conditions. Rigdon shared that a new database was introduced in February, Brainfuse JobNow/VetNow, is state-funded by the State Library of Iowa. Brainfuse offers preparatory practice tests for education tests and US Citizenship, help with preparation of job interviews along with other educational and career information. It also has veteran services such as navigating the Veteran's Administration system and assist with resume writing and job interviews. Veterans can live chat during certain hours. Due to information Rigdon received at the ALA conference in January staff is installing a browser extension, Newsguard, which can help vet news sites and stories to and on their credibility. Perry Creek Saturday attendance is consistent. One Book One Siouxland website is live and updated with all of the upcoming events and the calendar of events was provided to the board. Helen said a lot of time has been invested by staff and the One Book One Siouxland committee, there are many great events to tie in with this year's title, *The Grapes of Wrath*. By the request of a West High teacher, Marla Kerr and Olivia Logan visited West High School and brought a selection of books pertaining to Civil Rights to help with a school project. They spoke with 78 students from three classes, issued 46 library cards and checked out 38 books. Halaas asked what is the scope of the school library, Rigdon

stated that overall very good they just did not have enough books pertaining to Civil rights for 78 students and it was a great collaboration. A new copier and scanner lease has been signed for the Morningside Branch Library. The Fiscal Year 2019-2020 Operating Budget hearing went well and Council did not ask for changes.

6. Financial Reports
 - A. Expenditures: Approve Claims [Action Item]

Halaas moved approval of claims as submitted. Schaefer seconded. Motion approved unanimously.

- B. 2018-2019 Monthly Budget Summary

The trustees reviewed the report.

7. Unfinished Business

- A. Morningside Branch Library Tree Feature [Action Item]

The change order request from Brown Wegher Construction was included in the trustee's packet of information. The tree feature for the children's area was initially projected to cost \$12,000 and funds were donated by the Friends of the Sioux City Public Library. Rigdon stated that final costs came in higher than anticipated for an additional \$9,230. Rigdon stated the difference will come from private donations. Moon asked when will this need to be paid, Rigdon said next fiscal year.

Halaas moved approval of the change order from Brown Wegher for the total cost of the tree feature for the Morningside Branch Library of \$21,230 to be paid with private funds. Moon seconded. Motion approved unanimously

- B. Morningside Branch Library Renovation Financials

Rigdon distributed a spread sheet showing the costs of the Morningside Branch Library Renovation to date and the current funds that have been provided by the City and the private dollars that have been raised by the Library, Friends of the Sioux City Public Library and the Library Foundation. Rigdon has requested to apply for a Gilchrist Grant and will know next week if the Library can apply. There is a short fall of funds the Library must contribute to the project at this time. Rigdon will discuss this with the Friends of the SCPL and the Library Foundation. Halaas suggested that the next SCPL Foundation meeting be held at the Morningside Branch Library Garretson Hall so the board members can see the progress of the renovation. Halaas asked if anymore change orders were anticipated, Rigdon said no. Schaefer asked Rigdon, from your experience with budget situations if she was concerned, Rigdon stated not at this time. Rigdon will continue to keep the trustees aware of the financials.

Halaas left the meeting at 4:01 p.m.

8. New Business

- A. Meeting Room Policy [Action Item]

In compliance with our state accreditation the Meeting Room Policy was up for review. Rigdon stated changes would need to be made anyway to the policy to include the new meeting rooms at the Morningside Branch Library. Clarification to what a non-profit organization is was added to make it easier for staff and patrons. We did limit the number of meetings that can be reserved at any one location in a 90-day period, this allows scheduling Library events easier for staff. It was also added that the reservation must be made by an adult, 18 years or older, and an adult must be in the reserved room at all times.

Moon moved approval of the changes to the Sioux City Public Library Meeting Room Policy. Schaefer seconded. Motion approved unanimously.

9. Trustee Concerns

Schaefer asked what progress is there on the handicap door for Perry Creek. Rigdon stated she had contacted the landlord with the quote we received and had offered to pay half of the cost, since this will benefit our patrons, she has not heard back as of yet. McKenny shared that the One Book One Siouxland event on March 31 is a read-along of *The Grapes of Wrath* play. The event starts at 2:00 p.m. at Morningside College, all are welcome and you can stay as long as you like and join in and read as well.

Due to trustee conflicts the regular April meeting of the Library Board of Trustees has been moved to April 10, 2019.

10. Next Meetings:

- A. Wednesday, April 10, 2019 3:30 p.m.
- B. Wednesday, May 15, 2019 3:30 p.m.
- C. Wednesday, June 19, 2019 3:30 p.m.

11. Stanley adjourned the meeting at 4:22 p.m.

Bill McKenny, Secretary
Angela Beeck, Assistant Secretary