

Harlan Community Board of Trustees

Meeting Minutes for May 8, 2023.

The Harlan Community Library Board of Trustees met on Monday, May 8, 2023 at 5:20 p.m. in the Library meeting room

Present: Tanya Bruck, Hope Chipman, Connie Claussen, Susan Finn, Paul Simpson, Roy Burkhalter
Absent: Bill Early, Dan McElwain, Andrew Sandquist
Also Present: Director Amanda Brewer

President Susan Finn called the meeting to order. Connie moved, seconded by Roy to approve the agenda as presented. The motion carried unanimously.

Conflicts of interest are to be stated if and when applicable. None were stated.

Roy moved, seconded by Tanya, to approve the minutes from the April library board meeting. The motion carried unanimously.

Director's Report:

1. Programming
 - a. Youth – Earth Day – Little over 80 people attended
 - i. May 22nd last day of After School Activities until fall and May 24th is the last day of Story Time until the fall.
 - ii. Lego night is on the 18th.
 - iii. Summer Library Kickoff is on the 31st 10am till Noon – Foundation is the sponsor
 - b. Adult – Civil War program on the 11th (HMU will be here to video the program)
 - c. White Elephant BINGO on the 25th
2. May 31st – Summer Library Kickoff
3. Summer Library Shirts are available to order –
4. Grants:
 - a. Monogram due at the end of the month
 - b. We received nearly \$4500 from State Historical Society to finish up the digitization project
5. Kindergarten Visits going on now.
6. June – Re-elect officers and terms – Connie Claussen (2 terms left), Susan Finn (1 term left), Hope Chipman (2 terms left)
7. Another Architectural Firm has committed to giving us a bid - FEH out of DesMoines
8. Staff Dress Policy review
 - a. Staff dress policy last reviewed and ratified by the Library Board of Trustees on March 16, 2009.

- b. Discussed suggestions for changes to policy. Amanda will discuss with employees and make necessary policy updates to be reviewed by the Board at the next meeting.
- 9. Board Education - Board Room Series 2022 (recorded webinars)
- 10. Statistics – Nothing unusual
- 11. Bills
 - a. Schechinger Construction – 2,677.24
 - b. PCS – 1,761.99 laptop for Emily
- 12. 81% of budget spent and 83% of the year has lapsed. \$8300 under budget for the year)

Motion by Connie, seconded by Paul, to approve the bills the director has paid. Motion carried unanimously.

Committee Meetings: None

Old Business: None

New business:

- 1. Adult Services Librarian
 - a. Propose Madison “Lucy” Stracke – had an excellent interview. \$16.20/hour with a \$0.50 raise after successful 6 month review.
 - b. Motion by Tanya, seconded by Connie, to approve Madison Stracke for Adult Services Librarian. Motion carried unanimously.

Our next meeting will be June 12, 2023 at 5:15 p.m.

There being no further business, motion made by Connie, seconded by Roy to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 5:35 p.m.

Hope Chipman, Secretary

These minutes are as recorded by the Secretary and are subject to Board approval at the next regular meeting.