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LIBRARY BOARD OF TRUSTEES MONDAY, OCTOBER 16, 2017, 5:00 P.M.

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Chairperson Adam Riedell presided and convened the regular meeting of Nevada Library Board of Trustees on Monday, October 16, 2017 at 5:02 p.m. at the Nevada Public Library, 631 K Avenue, Nevada, Iowa. The agenda was posted on the official bulletin board in compliance with the open-meeting law.

The roll was called indicating that the following named Trustees were present and absent. Present: Chad Bauman, Barb Parker, Adam Riedell, and Luke Spence. Absent: Rebecca Funke, Lisa Johnson, and Josh Sullivan.

Others in attendance were Library Director Shanna Speer, Assistant Library Director Amanda Bellis, and Donna Mosinski.

Motion by Board Member Barb Parker, seconded by Board Member Luke Spence, to approve the agenda as posted. The roll being called, the following named members voted. Ayes: Parker, Spence, Bauman, and Riedell. Nays: None. Chairperson Adam Riedell declared the motion carried.

There was no one present who wished to address the Board at this time.

Amanda Bellis introduced herself to the trustees.

Motion by Board Member Chad Bauman, seconded by Board Member Barb Parker, to approve the following consent agenda items as submitted:

- (1) Approve **minutes** of the September 18, 2017 regular meeting
- (2) Approve October **claims** totaling \$5,421.95 (see attached list)
- (3) Accept and place on file the Director's **memo** dated October 12, 2017
- (4) Accept and place on file the September **financial report**

The roll being called, the following named board members voted. Ayes: Bauman, Parker, Riedell, and Spence. Nays: None. Chairperson Adam Riedell declared the motion carried.

The trustees discussed the Storage Policy and Storage Agreement including the cost and size of the box and only needing one person from the organization to sign the agreement.

Motion by Board Member Barb Parker, seconded by Board Member Luke Spence, to approve the Storage Policy and the Storage Agreement as amended. The roll being called, the following named board members voted. Ayes: Parker, Spence, Bauman, and Riedell. Nays: None. Chairperson Adam Riedell declared the motion carried.

The subcommittee has been reviewing the Strategic Planning process and thinks the next step will be to do a community survey.

Motion by Board Member Chad Bauman, seconded by Board Member Barb Parker, to add Shanna Speer and Amanda Bellis as Fund Advisors to the Nevada Public Library Endowment Fund with

Story County Community Foundation. The roll being called, the following named board members voted. Ayes: Bauman, Parker, Riedell, and Spence. Nays: None. Chairperson Adam Riedell declared the motion carried.

A date for a Budget Committee meeting was not set since Rebecca was not at this meeting.

The Board Continuing Education for this month is Statistics and Library Analysis. The board discussed how to track the people who use the library that don't check anything out, use a computer or meeting room.

Shanna would like to go to the ALA Midwinter Conference in Denver in February. She outlined the costs to the board in the packet.

Motion by Board Member Chad Bauman, seconded by Board Member Barb Parker, to allow up to \$1,100 to be spent on the registration, hotel, and travel expenses for the ALA Midwinter Conference. The roll being called, the following named board members voted. Ayes: Bauman, Parker, Riedell, and Spence. Nays: None. Chairperson Adam Riedell declared the motion carried.

Library Director Shanna Speer reported on:

- ILA Conference is at the end of this week. Shanna will be connecting with other library directors to visit their libraries to make comparisons.
- The Friends of the Library are looking for members.
- The library will be getting new copiers/printers when the city finalizes the new contract.
- The staff would like to see funds budgeted in the CIP for security cameras to be placed outside due to vandalism.

The next meeting will be held at 5:00 p.m. Monday, **November 20, 2017** in the Library Meeting Room.

There being no further business to come before the Board, it was moved by Board Member Chad Bauman, seconded by Board Member Luke Spence, to **adjourn the meeting**. The roll being called, the following board members voted. Ayes: Bauman, Spence, Parker, and Riedell. Nays: None. Chairperson Adam Riedell declared the motion carried. At 6:10 p.m. he adjourned the meeting.

ATTEST:

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Lisa Johnson, Secretary

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Adam Riedell, Chairperson