

---

---

LIBRARY BOARD OF TRUSTEES MONDAY, DECEMBER 20, 2021, 6:00 P.M.

---

---

Chairperson Allison Severson presided and convened the regular meeting of Nevada Library Board of Trustees on Monday, December 20, 2021 at 6:00 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: Priscilla Gammon, Peter Korsching, Tim McLaughlin, Adam Riedell, Allison Severson, and James Woodard. Absent: Theresa Presley.

Others in attendance were Library Director Erin Coughlin, and Donna Mosinski.

Motion by Board Member Tim McLaughlin, seconded by Board Member Adam Riedell, to approve the agenda as posted. The roll being called, the following named members voted. Ayes: McLaughlin, Riedell, Severson, Woodard, Gammon, and Korsching. Nays: None. Chairperson Allison Severson declared the motion carried.

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

Motion by Board Member Peter Korsching, seconded by Board Member Tim McLaughlin, to approve the following consent agenda items as submitted:

- (1) Approve **minutes** of the November 15, 2021 regular meeting
- (2) Approve November 2021 **claims** totaling \$8,322.02 (see attached list)
- (3) Accept and place on file the Director's **memo** dated December 17, 2021
- (4) Accept and place on file the November 2021 **financial report**

The roll being called, the following named board members voted. Ayes: Korsching, McLaughlin, Riedell, Severson, Woodard, and Gammon. Nays: None. Chairperson Allison Severson declared the motion carried.

Staff is working on programming to get teens involved in after school activities at the library. They are looking at buying a gaming system and games.

Brittany Dueker has been hired as the Associate Librarian II and will begin on December 27. She will need cataloging training and has requested to be able to take the course as part of her Masters program.

For the Board's Continuing Education, Erin spoke for 10 minutes about LibCal which is the platform for the new website for the library and will include a new scheduling program. The new website will be going live soon.

Erin reviewed the long-range planning with the City Administrator. The board will need to start reviewing the Strategic Plan after the accreditation process.

Motion by Board Member Adam Riedell, seconded by Board Member Tim McLaughlin, to approve the Circulation Policy as presented. The roll being called, the following named members voted. Ayes: Riedell, McLaughlin, Severson, Woodard, Gammon, and Korsching. Nays: None. Chairperson Allison Severson declared the motion carried.

Motion by Board Member Tim McLaughlin, seconded by Board Member Peter Korsching, to approve the Gift Policy as presented. The roll being called, the following named members voted. Ayes: McLaughlin, Korsching, Riedell, Severson, Woodard, and Gammon. Nays: None. Chairperson Allison Severson declared the motion carried.

Library Director Erin Coughlin reported on:

- They are beginning the hiring process for a part time Associate librarian I.
- Erin stayed in the storm shelter on December 15 during the storm. Approximately 75 people and animals were there.
- She talked with the City Administrator and the City Clerk about the budget. She handed out a revised budget at the meeting and asked that the budget committee get together again after the holidays. The board requested to meet with the City Administrator.

Tim McLaughlin left at 7:00 p.m.

- The Rotary Club awarded the library a \$500 grant for a book bin. Another grant was submitted to the ALA American Rescue Plan Humanities Grant for Libraries and staff will find out in February when it is awarded.

The next meeting will be held at 5:00 p.m. Monday, January 17, 2021.

There being no further business to come before the Board, it was moved by Board Member Peter Korsching, seconded by Board Member Adam Riedell, to *adjourn the meeting*. The roll being called, the following board members voted. Ayes: Korsching, Riedell, Severson, Woodard, and Gammon. Nays: None. Chairperson Allison Severson declared the motion carried. At 7:13 p.m. she adjourned the meeting.

ATTEST:

\_\_\_\_\_  
Priscilla Gammon, Secretary

\_\_\_\_\_  
Allison Severson, Chairperson