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LIBRARY BOARD OF TRUSTEES MONDAY, FEBRUARY 21, 2022, 5:00 P.M.

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Chairperson Allison Severson presided and convened the regular meeting of Nevada Library Board of Trustees on Monday, February 21, 2022 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: Priscilla Gammon, Theresa Presley, Adam Riedell, and Allison Severson. Absent: Peter Korsching, Tim McLaughlin, and James Woodard.

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

Motion by Board Member Theresa Presley, seconded by Board Member Adam Riedell, to approve the agenda as posted. The roll being called, the following named members voted. Ayes: Presley, Riedell, Severson, and Gammon. 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 Adam Riedell, seconded by Board Member Priscilla Gammon, to approve the following consent agenda items as submitted:

- (1) Approve **minutes** of the January 24, 2022 regular meeting
- (2) Approve February 2022 **claims** totaling \$10,099.39 (see attached list)
- (3) Accept and place on file the Director's **memo** dated February 18, 2022
- (4) Accept and place on file the January 2022 **financial report**

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

For Continuing Education, the board reviewed Chapter 5 in the Trustee Handbook: Approving and Monitoring the Budget for 17 minutes.

Motion by Board Member Adam Riedell, seconded by Board Member Theresa Presley, to add to the presented FY2022/2023 budget the following:

001-410-6552 - \$3000 added to Juvenile materials bringing the total to \$5000

001-410-6554 - \$600 added to Young Adult bringing the total to \$2600

001-410-6555 - \$500 added to Large Print bringing the total to \$4500

Making the total \$25,000 for library materials from the General Fund.

The roll being called, the following named members voted. Ayes: Riedell, Presley, Severson, Gammon. Nays: None. Chairperson Allison Severson declared the motion carried.

Motion by Board Member Adam Riedell, seconded by Board Member Priscilla Gammon, to approve the Storage Policy. The roll being called, the following named members voted. Ayes: Riedell, Gammon, Presley, and Severson. Nays: None. Chairperson Allison Severson declared the motion carried.

Motion by Board Member Theresa Presley, seconded by Board Member Priscilla Gammon, to change the fax fee to \$1.00 per page. The roll being called, the following named members voted. Ayes: Presley, Gammon, Riedell, and Severson. Nays: None. Chairperson Allison Severson declared the motion carried.

Erin informed the board that the library would be opening late on March 2 (open at 11 a.m. due to mandatory safety training at 10 a.m. for staff) as per prior approval of the board.

Library Director Erin Coughlin reported on:

- They are having troubles with the new computers, some of them will need additional memory to function and the Windows 11 update was installed.

The next meeting will be held at 5:00 p.m. Monday, March 21, 2022.

There being no further business to come before the Board, it was moved by Board Member Adam Riedell, seconded by Board Member Theresa Presley, to *adjourn the meeting*. The roll being called, the following board members voted. Ayes: Riedell, Presley, Severson, and Gammon. Nays: None. Chairperson Allison Severson declared the motion carried. At 6:08 p.m. she adjourned the meeting.

ATTEST:

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Priscilla Gammon, Secretary

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Allison Severson, Chairperson