
LIBRARY BOARD OF TRUSTEES MONDAY, JULY 17, 2023, 5:00 P.M.

Chairperson Allison Severson presided and convened the regular meeting of Nevada Library Board of Trustees on Monday, July 17, 2023 at 5:01 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, Lynn Lathrop, Tim McLaughlin, Theresa Presley, and Allison Severson. Absent: James Woodard.

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

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

Rich Brown, the Friends of the Library, spoke about the book sales the Friends have and his interest in the board meeting.

Motion by Board Member Tim McLaughlin, seconded by Board Member Priscilla Gammon, to approve the following **consent agenda** items as submitted:

- (1) Approve **minutes** of the June 19, 2023 regular meeting
- (2) Approve July 2023 **claims** totaling \$19,665.10 (see attached list)
- (3) Accept and place on file the Director's **memo** dated July 14, 2023
- (4) Accept and place on file June 2023 financial report

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

Erin reviewed the Program Policy rough draft. It was discussed to include movies under the children's programs. There was also discussion to include program fees to cover costs of materials and allowing for waivers. Staff currently has a budget for all fees, however, that might not be the case in the future.

The Committee Appointments are as follows:

Technology: Tim McLaughlin, Jim Woodard, and Priscilla Gammon

Gift: Jim Woodard and Priscilla Gammon

Strategic Plan: Lynn Lathrop, Allison Severson, and Theresa Presley

Budget: Tim McLaughlin, Allison Severson, and Lynn Lathrop

Erin reviewed the FY23 Year-end Circulation and Program Statistics. Digital circulation is up a lot. The increase in physical items is believed to be from head phones used on the computers.

Not all school classes are coming into the library yet which could be leading to the trend in children book checkouts.

Library Director Erin Coughlin reported on:

- The new intern clerk has started and Nicole has gone to full time. Staff have gotten new email addresses and new refurbished computers.
- Staff power washed outside along the sidewalks.
- Summer programming is going well and the Story Stroll is in place along the trail.
- Staff will be at a Story County Libraries booth on Thursday and Friday this week during the Story County Fair.
- Erin will try having focus groups for Strategic Planning in the winter.

The next meeting will be held at 5:00 p.m. Monday, August 21, 2023.

There being no further business to come before the Board, it was moved by Board Member Lynn Lathrop, seconded by Board Member Tim McLaughlin, to *adjourn the meeting*. The roll being called, the following board members voted. Ayes: Lathrop, McLaughlin, Presley, Severson, and Gammon. Nays: None. Chairperson Allison Severson declared the motion carried. At 5:50 p.m. she adjourned the meeting.

ATTEST:

Priscilla Gammon, Secretary

Allison Severson, Chairperson