
LIBRARY BOARD OF TRUSTEES MONDAY, DECEMBER 18, 2023, 5:00 P.M.

Vice-Chairperson Theresa Presley presided and convened the regular meeting of Nevada Library Board of Trustees on Monday, December 18, 2023 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: Emily Fulton, Priscilla Gammon, Tim McLaughlin, and Theresa Presley. Absent: Lynn Lathrop, Allison Severson (arrived at 5:03 p.m.), and James Woodard.

Others in attendance were Library Director Erin Coughlin.

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

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

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 November 20, 2023 regular meeting
- (2) Approve December 2023 **claims** totaling \$7,246.96 (see attached list)
- (3) Accept and place on file the Director's **memo** dated December 14, 2023
- (4) Accept and place on file November 2023 financial report

The roll being called, the following named board members voted. Ayes: McLaughlin, Gammon, Presley, and Fulton. Nays: None. Vice-Chairperson Theresa Presley declared the motion carried.

Allison Severson arrived and took over the meeting.

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

Motion by Board Member Tim McLaughlin, seconded by Board Member Theresa Presley, to purchase two Siena Stannah lift chairs, for \$5,795 each, using grant money. The roll being called, the following named members voted. Ayes: McLaughlin, Presley, Severson, Fulton, and Gammon. Nays: None. Chairperson Allison Severson declared the motion carried.

Motion by Board Member Emily Fulton, seconded by Board Member Tim McLaughlin, to approve the estimate from C&K Heating & Cooling for replacement of the 40 Gallon Water Heater with drain pan and warranty for \$2,185.72. The roll being called, the following named members voted.

Ayes: Fulton, McLaughlin, Presley, Severson, and Gammon. Nays: None. Chairperson Allison Severson declared the motion carried.

Motion by Board Member Theresa Presley, seconded by Board Member Emily Fulton, to partner with Raygun online store for fundraising purposes. The roll being called, the following named members voted. Ayes: Presley, Fulton, Gammon, McLaughlin, and Severson. Nays: None. Chairperson Allison Severson declared the motion carried.

Motion by Board Member Theresa Presley, seconded by Board Member Tim McLaughlin, to approve the changes to the Assistant Library Director job description. The roll being called, the following named members voted. Ayes: Presley, McLaughlin, Severson, Fulton, and Gammon. Nays: None. Chairperson Allison Severson declared the motion carried.

Library Director Erin Coughlin reported on:

- An additional leak in the roof was found, repairs will be made.
- Still getting quotes on the monitoring fire alarms.
- Erin will work with the State Library on the community feedback for strategic planning.
- A new intern student clerk has been hired. Erin hopes to post for the Assistant Library Director soon.
- Erin is working on grants to support digitizing the yearbooks and newspaper.

The next meeting will be held at 5:00 p.m. Monday, January 8, 2024 at City Hall Council Chambers.

There being no further business to come before the Board, it was moved by Board Member Tim McLaughlin, seconded by Board Member Theresa Presley, to *adjourn the meeting*. The roll being called, the following board members voted. Ayes: McLaughlin, Presley, Severson, Fulton, and Gammon. Nays: None. Chairperson Allison Severson declared the motion carried. At 6:02 p.m. she adjourned the meeting.

ATTEST:

Priscilla Gammon, Secretary

Allison Severson, Chairperson