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LIBRARY BOARD OF TRUSTEES MONDAY, May 20, 2024, 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, May 20, 2024 at 5:00 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: Emily Fulton, Priscilla Gammon, Lynn Lathrop, Tim McLaughlin (left at 6:01 p.m.), Theresa Presley, Allison Severson, and James Woodard. Absent: None.

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

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, Woodard, Fulton, Gammon, and Lathrop. 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 Tim McLaughlin, seconded by Board Member Emily Fulton, to approve the following consent agenda items as submitted:

- (1) Approve **minutes** of the April 15, 2024 regular meeting
- (2) Approve May 2024 **claims** totaling \$16,585.05 (see attached list)
- (3) Accept and place on file the Director's **memo** dated May 17, 2024
- (4) Accept and place on file April 2024 financial report

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

Motion by Board Member Lynn Lathrop, seconded by Board Member Tim McLaughlin, to accept the donation of the *Washington Examiner* subscription for one year and then the board would reevaluate. The roll being called, the following named members voted. Ayes: Lathrop, McLaughlin, Presley, Severson, Woodard, Fulton, and Gammon. Nays: None. Chairperson Allison Severson declared the motion carried.

Motion by Board Member Tim McLaughlin, seconded by Board Member Priscilla Gammon, to approve the wage increases by using the personnel review and adding 2% for FY24/25, FY25/26, and FY26/27 for non-union permanent library staff. The roll being called, the following named members voted. Ayes: McLaughlin, Gammon, Lathrop, Presley, Severson, Woodard, and Fulton. Nays: None. Chairperson Allison Severson declared the motion carried.

The board discussed wage ranges for non-union library staff for the next three fiscal years.

Motion by Board Member James Woodard, seconded by Board Member Tim McLaughlin, to accept the Meeting Room Policy and agreement form as amended. The roll being called, the following named members voted. Ayes: Woodard, McLaughlin, Presley, Severson, Fulton, Gammon, and Lathrop. Nays: None. Chairperson Allison Severson declared the motion carried.

Library Director Erin Coughlin reported on:

- Erin has been working on replacing the sky lights.
- The new student clerks are being trained.
- Erin has been selected to be a part of the ARSL's Leadership Institute.
- Staff are reviewing the Unattended Child Policy and discussing setting up a meeting with parents to get their input on the best approach.

Tim McLaughlin left at 6:01 p.m.

For Continuing Education, the Trustees shared their thoughts from the training that they attended in April regarding policy writing and the board responsibilities. The discussion lasted 6 minutes.

The next meeting will be held at 5:00 p.m. Monday, June 17, 2024.

There being no further business to come before the Board, it was moved by Board Member Theresa Presley, seconded by Board Member Lynn Lathrop, to adjourn the meeting. The roll being called, the following board members voted. Ayes: Presley, Lathrop, Severson, Woodard, Fulton, and Gammon. Nays: None. Chairperson Allison Severson declared the motion carried. At 6:09 p.m. she adjourned the meeting.

ATTEST:

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Priscilla Gammon, Secretary

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Allison Severson, Chairperson