

Library Board Meeting Minutes
April 24, 2024 5:30 PM
Sergeant Bluff Library

Call the board meeting to order – Board President Michael Aguirre called the meeting to order at 5:30 PM with roll call:

Attendee Name	Title	Status	Term Expiration
Michael Aguirre	Board President	Present	June 2029
Jenni McCrory	Board Vice President	Present	June 2029
Jane Schaar	Board Secretary	Absent	June 2025
Garry Clark	Board Director	Present	June 2025
Deb Collins	Board Director	Present	June 2027
Shari Zenor Kiple	Board Director	Present	June 2025
Shannon Maier	Board Director	Present	June 2029
Mary Torgerson	Library Director	Present	
Carol Clark	City Council Liaison	Absent	

I. Approval of Meeting Minutes

Motion by Garry Clark, seconded by Jenni McCrory, to approve the meeting minutes from March 20, 2024. Motion carried. (Unanimous)

II. Approval of the Agenda

Motion by Deb Collins, seconded by Shari Kiple, to approve the agenda. Motion carried. (Unanimous)

III. Financial Report and Approval of Expenditures

- a. Board reviewed Library financial report from the City with questions addressed.
- b. Library Director Mary Torgerson reported line-by-line break down of all expenditures for the month of March.
- c. Total March expenditures: **\$1631.33**
- d. Motion by Jenni McCrory, seconded by Garry Clark, to approve March expenditures; Mary will ask Danny Cristoffers for clarification about the Community Action Team grant amount. Motion carried. (Unanimous)

IV. Public Comment

- a. (None)

V. Library Director Report for March

- a. Door Count for **March: 566 patrons; added 17 patrons.**
- b. Mary reported a line-by-line break out of the Books, DVDs, Bridges, Magazine and WhoFi listed in the agenda.

- c. We held 18 programs in March with a total of 242 participants.
- d. Sioux City Public Library has asked Mary to participate in the ILA Conference in 2025, which may be held in northwest Iowa.
- e. Storywalk: Building Blocks has purchased our fourth panel (\$600) and will sponsor the August story for \$200; ten months are still available for purchase.
- f. Texas Roadhouse fundraiser netted \$50 last month; manager suggested a competition between Roadhouse and Chick-Fil-A, with funds to be donated to children's book purchases.
- g. Terri Rocha requested and received a \$200 donation from Jensen Auto; used to purchase children's books.
- h. Red Robin, Pizza Ranch, Qdoba, and Chipotle are other options for fundraising; Shari Kiple will also look into potential grants
- i. Mary applied for a grant through Funds for Siouland for technology (\$5000); needs to find out whether purchase needs to go through RTI – will check with Aaron Lincoln. Will know by June if application is approved.
- j. Kimberly Losee has investigated using the TV (that doesn't work in our window) to display our calendar of events; it can be mounted near the library entrance
- k. Mary discussed calendar of events for May
- l. Mary thanked the Board for gifts for National Library Week

VI. Unfinished Business

- a. March's class for continuing education – Kernels!: Unmuseuming Your Library discussion

VII. New Business

- a. April Policy Review--Confidentiality
 - i. The Board reviewed the Confidentiality Policy; it will remain the same.
- b. SBPL Bylaws review and update: Mary would like to delete the fines policy; Board agreed. We will keep the policy for potentially charging for lost / damaged materials.
- c. Review Trustee Terms: Michael will check on terms for Garry Clark and Shari Kiple, who took over unexpired terms of previous Board members.
- d. Programming Review – 3rd Quarter
 - i. Mary provided a program calendar for the next 4 months. Board members are encouraged to attend any of the programs, or volunteer.
 - ii. Board appreciates the variety of programs offered through the library staff.
- e. Beanstack proposal: Beanstack is a program to help patrons (especially kids) keep track of what they've read. Cost is minimum of \$800 per year with 3-yr commitment. Mary thinks it's a valuable program but we won't invest in it at this time; she'll check with Sioux City Public Library to see how much it's used there.
- f. May's class for continuing education (YouTube) Kernels!: Online Trivia at the Library
- g. Mary discussed possibly holding a trivia night or game night(s) this summer at the library

VIII. Other Business

- a. Michael Aguirre discussed community progress and school improvements brought up at recent ComCon
- b. Jenni McCrory attended City Council meeting to represent SBPL (during national Library Week), as well as Safe Routes to School
- c. Mary reported that she will submit a report to the City Council each month, rather than presenting at the meeting, as will other City departments; she'll continue to attend the meetings.

IX. Adjournment

Motion by Jenni McCrory, seconded by Shannon Maier, to adjourn at 6:12 PM.

Motion carried. (Unanimous)

****NEXT MEETING: Wednesday, May 15, 2024 5:30 PM at Sergeant Bluff Public Library****

Respectfully submitted,
Deb Collins for Jane Schaar

Minutes are posted on the website at: <https://www.sergeantbluff.lib.ia.us/about/library-report>