

WEST BRANCH PUBLIC LIBRARY
Board of Trustees Meeting Minutes
September 21, 2021

Meeting commenced at 6:32 p.m.

Present: Lisa Kofoed, Lizabeth Osborne, Craig Walker, Amber Kleven & Nick Shimmin (Director)

Meeting Minutes: On a motion by Trustee Walker and seconded by Trustee Kleven, the August 24, 2021, minutes were approved.

Open Forum: Shari Heick is a new member of the Board of Trustees.

Financial Condition Report: The budget is still under the projected and looking good. Approved expenditures for September 2021 – moved by Trustee Kleven and seconded by Trustee Walker, this motion was approved.

Director's Report: Youth Librarian, Becky Knoche, will be the Grand Marshall for the Homecoming Parade, September 29. Two staff members will be attending the Iowa Library Association Conference in Des Moines, October 6-8, with Director Shimmin presenting at the conference. The October library events and activities include a chamber music duo on October 2; in partnership with Parks & rec on October 9 an activity will be played and a movie shown. All other regular programs continue including a Teen Advisory Committee and school visits to class preschool through third grade will all done with Becky.

With the already Creation/Approval of Strategic Plan Goals by the Trustee members, assistance from Director Shimmin, discussion of the of objectives to be added as part of the structure of the Strategic Plan.

Discuss/Approve Purchase Plan for Replacement Computers: Approval of this was moved by Trustee Walker and seconded by Trustee Kleven this motion was approved.

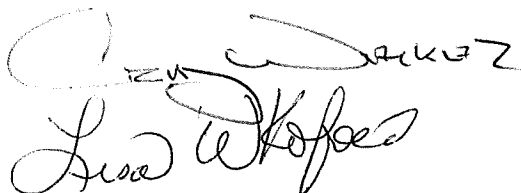
Discuss/Approve Contract with Ruben Galvan to provide contractual cleaning services for the library: Approval of the contract with Ruben Galvan was moved by Trustee Kleven and seconded by Trustee Walker, this motion was approved.

Discuss/Approve Library Board Regular Meeting Schedule: Approval of changing the day of the week from Thursday to Tuesday and still meeting the second week of each month, was moved by Trustee Walker and seconded by Trustee Osborne, this motion was approved.

Discuss/Approve Closing the library facilities on October 29th for Staff Development and creation of Strategic Plan Objectives: Approval of the closing was moved by Trustee Walker and seconded by Trustee Kleven this motion was approved.

Next Meeting: October 12, 2021 in the community room at the West Branch Library

Meeting Adjourned: 7:56 p.m.



Handwritten signatures of Lisa Kofoed and Craig Walker.