

WEST BRANCH PUBLIC LIBRARY
Board of Trustees Meeting Minutes
May 11, 2023

Meeting commenced at: 6:33 PM

Present:

- Becky Knoche (Director)
- Emily Cornwell (Trustee)
- Shari Heck (Trustee)
- Amber Kleven (Secretary)
- Lisa Kofoed (Vice President)
- Lizabeth Osborne (President)
- Annika Pettitt (Trustee)

Absent:

- Karina Krall (Trustee)

Meeting Minutes:

On a motion by Trustee Heck and seconded by Trustee Pettitt , the April 20, 2023 and April 25, 2023 minutes were approved.

Open Forum:

- Trustee Osborne asked for a rundown of the recent city council meeting, which will be covered in the Director's Report.
- Trustee Heck shared that she took board training on grants.

Financial Condition Report:

- Becky plans to have a complete, up-to-date review of the budget with the end of fiscal year for our next meeting.
- Trustee Kofoed inquired about the technology line appearing to be higher than it should be, and Becky explained that since the newspaper did not print the Amendment notice in the newspaper, there is a delay in reconciling this line item.

Approved expenditures for April 2023 and May 2023: Moved by Trustee Kleven and seconded by Trustee Osborne, the motion was approved.

Director's Report:

- See Document that begins with "1. Benefits Budget..." for a detailed document of the budget discussion.

- A First Amendment audit will be happening soon. Attendees might protest or do other actions to test if they have the ability to speak freely.

Discuss changing from LocalHop to WhoFi for the WB Community Calendar

On a motion by Trustee Kofoed and seconded by Trustee Kleven, the motion was approved.

Discuss/Approve Sale of Book Bike to North Liberty Library

On a motion by Trustee Kofoed and seconded by Trustee Osborne, the motion was approved.

Discuss/Approve Library Closing for Inservice on 6/2/23 at 11:30 am

On a motion by Trustee Cornwell and seconded by Trustee Heick, the motion was approved.

Discuss/Approve Review of Confidentiality Policy

On a motion by Trustee Pettitt and seconded by Trustee Osborne , the motion was approved.

Schedule Trustee Training for July 13 or September 14

This scheduling is in the world.

Next Meeting: On Thursday, June 15, 2023 at 6:30PM in the Community Room in the West Branch Library.

Meeting Adjourned: 7:48 PM