

WEST BRANCH PUBLIC LIBRARY
Board of Trustees Meeting Minutes

March 11, 2021

Meeting (via ZOOM) commenced at 6:37 p.m.

Present: Karina Krall, Kristin Nalan, Lizabeth Osborne, Jim Farmer, Craig Walker & Nick Shimmin (Director)

Meeting Minutes: On a motion by Trustee Nalan and seconded by Trustee Walker, the December 10, 2020, minutes were approved by self-pass.

Open Forum: Still looking for the filling of vacancy that is open on the Library Board. Trustee Krall will write and have it published a thank you letter to all who have helped make the West Branch Library the great place that it is.

Financial Condition Report: With a few minor unexpected expenses, the budget is still under the projected and looking good. Approved Expenditures for March 2021 – moved by Trustee Nalan and seconded by Trustee Famer, this motion was approved by self-pass.

Director's Report: The evaluation survey will continue until the end of the month. The library will be participating in Earth Day activities. The idea of having a book bike is still in the works. There will be a salary change in moving towards a merit structure. Discussion of a few of the Dr. Seuss books was brought up and possibly moving them to the adult section. The City's file server is being changed over to Goggles'. Staff is working on the summer program for kids. A virtual Cedar County Libraries conference will be March 25th. A new program is being organized for Boys on the Run to mimic the already Girls on the Run.

Discuss/Approve review of Safe Child Policy: There was no change and a motion was made by Trustee Walker and seconded by Trustee Nalan, and was approved by self-pass.

Determine Invitation List for Planning Input Calls: Discussion of names to contact for the community's aspirations and goals for itself. Over 20 people were selected to perhaps participate.

Motion to adjourn to closed session to evaluate the professional competency of an individual whose performance is being considered as part of an annual review process and that individual requests a closed session pursuant to Section

21.5(i) of the Code of Iowa. Trustee Farmer moved and Trustee Walker seconded to adjourn to a closed session.

Discuss/Approve Library Director's Performance plan and review for 2020:

Trustees felt comfortable doing the comments individually and sending them to Trustee Krall via email. Also, all Trustees agreed to do the official approval of the Director's Performance plan for 2021 at the next meeting.

Next Meeting: April 8, 2021, at 6:30 p.m. via ZOOM meeting.

Meeting Adjourned: 7:44 p.m.