**Minutes of Regular Meeting of the Vinton Public Library Board**

**Wednesday, April, 10th 2024, 5:00 p.m.**

**Vinton Public Library**

The meeting was called to order by Board Chair Jimmy Kelly at 5:00 p.m.

Roll Call was taken.

Board members in attendance: Whitney Bowen, Dave Gates, Ann Harrison, Jimmy Kelly (Board Chair), Julie Piper, Matt Walston, and Matt Wilden. Jen Kreutner (Secretary) and Michele Lash were absent. Library Director Kelly Henkle was also in attendance.

Motion to approve agenda by Matt Wilden. 2nd by Dave Gates. Motion carried 7-0.

Motion to approve consent agenda by Matt Walston. 2nd by Julie Piper. Motion carried 8-0.

There were no public comments.

Friends of the Library Report was given by Director Henkle. Friends of the Library post-poned their last meeting and their next meeting will be April 18th. They received a donation from the family of Yvonne Fischer and have used that to install an electric fireplace with a plaque to be installed. There is a visitation for Yvonne on 4.20 and there are hopes her family will stop by the library to see the fireplace and library, which Yvonne was the director for in the 60’s and was a board member in later years.

Board Continuing Education: Director Henkle highlighted information on the Enrich Iowa Program. Includes Direct State Aid, Open Access, and Inter Library Loan Reimbursement. We sign an agreement with the State to Opt-in to these services. Open Access allows individuals who live outside of Vinton to access our physical collection. Direct State Aid is received when the library passes the accreditation process. These funds are treated as a grant and not part of our allotted budget. Inter Library Loan Reimbursement- based on the amount of books loaned out to other libraries. Changes to the policy to allow libraries to charge more than $3 postage to partrons for certain books.

Old Business:

* Director K. Henkle reported on the newly updated FY25. Hearing is set and city council will vote for it on April 25th. No requests for changes so hoping that it is approved and everything is good. Should have a budget for the May meeting.
* Review of the FY24 Library Director Evaluation. Director is happy with the results of the survey and the effectiveness of the library.

New Business:

* Policy Review: VPL Internet Use Policy. Update to the policy is that the new mission statement was added to the policy. Motion by Whitney Bowen to approve the VPL Internet Use Policy with the proposed revisions. 2nd by Matt Wilden. Motion carried 7-0.
* Proposed budget amendment for FY24. Rise in insurance rates, building and maintenance, travel and conference, programs and activities, library materials, building and ground maintenance, furniture and fixtures, and buildings costs. These rises in costs are offset by increases in donations, library grants, fund raisers, sale of salvage, reimbursements, and a reduction in part-time and temporary salaries and wages. Motion by Matt Wilden to proposed budget amendment for FY24. 2nd by Dave Gates. Motion passed 7-0.
* Discussion regarding TruGreen Lawncare quote obtained. Suggestion by board members to McKenna’s and O’Grady. Director will reach out to other organizations to see if they have quotes for the work. Also, work with city to see their responsibility for upkeep of the street.
* VS Landscaping Design group to continue with work that was started last year. Would not be as large of a project and could focus on work towards the end of the school year and will older (senior) students. Whitney will work with the students and Library Director to coordinate this.
* VPL Bike-Mobile. It was identified to reach out to the Vinton Community Foundation but funding does not happen until August. It would be great for this to happen prior to summer and with excess funds in the budget, we are able to accommodate this request. Of the two quotes the Verve 2 seems to fits our needs a little better. It would be able to fit in the elevator, is an electric bike that at a mid-level assist would allow for up to 40 miles per charge. This would be used to pull a trailer which would reduce the total miles but would not be going that far. Motion made by Ann Harrison to approve $2804.99 for the Verve 3, with plans to purchase the less expensive Verve 2 with the expected 15% discount for non-profits. 2nd by Julie Piper. Motion passed 7-0.
* Children’s Animal Ottoman Quote. Identified furniture for Children’s Library to include Roxy T-Rex and Turbo Trike. These are highly durable and able to be cleaned easily. Quote comes from vendor Office Concepts. Motion by Ann Harrison to approve the quote by Office Concepts for two pieces of furniture for the Children’s Library. 2nd by Ann Harrison. Motion carried 7-0.
* Library Piano. There is a key that is very out of tune and a piano tuner is not able to be tuned. Limitations due to the age and the mechanics inside make an easy tune a little challenging and the cost to fix could be upwards of $1000. Could reach out to the Historical Society as well as the family that donated it. Director Henkle will reach out to the Historical Society to see interest in relocating it or finding a permanent home.

Director’s Report given by Director Henkle.

Motion to adjourn by Matt Wilden. 2nd by Matt Walston. Motion passed 7-0. Meeting adjourned at 6:16 p.m.

Jimmy Kelly

Board Chair