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

**Wednesday, July 12, 2023, 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: Dave Gates, Ann Harrison, Jimmy Kelly (Board Chair), Jennifer Kreutner (Secretary), and Matt Wilden. Whitney Bowen arrived at 5:05. Erin Monaghan (Vice Chair) and Matt Walston were absent. Amy Edison has fulfilled her term and there is now one position vacant on the board. Library Director Kelly Henkle was also in attendance.

Motion to approve agenda by M. Wilden. 2nd by D. Gates. Motion carried 5-0.

Motion by J. Kreutner to amend the June minutes to include the specific pay rates of the staff as follows: Children’s Librarian -- $20/hr; Clerks -- $15.45/hr; and Janitor -- $12.21/hr effective on the first pay period of the fiscal year. 2nd by M. Wilden. Motion carried 6-0.

Motion to approve consent agenda as amended by A. Harrison. 2nd by M. Wilden. Motion carried 6-0.

There were no public comments.

Board Continuing Education: Director K. Henkle reviewed an Open Meetings Laws excerpt from the Board of Trustees Handbook. Discussion of lack of Public Comments policy. Director Henkle will draft a Public Comments policy for review at the next meeting.

There was no Friends of the Library Report.

Old Business:

* Director Henkle gave an update on Strategic Planning for 2024
* Discussed Board of Trustees vacancy – application for the position is on the Library website and the City Hall website

New Business:

* Director Henkle presented the FY23 Annual Report and reviewed Strategic Planning goals and objectives. She will present this Annual Report to City Council on July 27th.
* Motion by M. Wilden to approve $2,869.80 quote by VGM Forbin to replace 3 computers. 2nd by W. Bowen. Motion carried 6-0.
* Motion by W. Bowen to approve Office Concepts quote to purchase new furniture excluding the charging sleeves for the Juvenile Fiction area. 2nd by D. Gates. Motion passed 6-0.
* W. Bowen left at 6:25.
* Discussion of proposal of 2024 Red Carpet Fundraiser to support the 2024 Summer Reading Program. Motion by D. Gates to approve the $984.40 Limolink quote for rental of a limo ride to raffle off for the fundraiser. 2nd by M. Wilden. Motion passed 5-0.
* Motion by M. Wilden to plan and organize a sale at the library of surplus equipment and furniture. 2nd by A. Harrison. Motion carried 5-0.
* Members present signed the Ethics Policy and the Conflict of Interest Policy.

Director’s Report given by K. Henkle.

Motion to adjourn by M. Wilden, 2nd by J. Kreutner. Motion carried 5-0. Meeting adjourned at 6:51 p.m.

Jennifer Kreutner

Secretary