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

**Wednesday, August 14, 6:00 p.m.**

**Vinton Public Library – Virginia Holsten Board Room**

The meeting was called to order by Board Chair Jimmy Kelly at 6:02 p.m.

Roll Call was taken.

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

Motion to approve agenda by M. Wilden. 2nd by W. Bowen. Motion passed 9-0.

Motion by J. Piper to approve consent agenda. 2nd by M. Lash. Motion carried 9-0.

There were no public comments.

Friends of the Library Report was given by Director K. Henkle. The next meeting of the Friends will be Aug. 15.

Board Continuing Education: Director Henkle presented information about digital library services and the cost associated with them. She shared a news article from The Gazette about how the Iowa City and Cedar Rapids libraries have had to limit digital resources due to rising costs.

Old Business:

* Board members finished annual signatures of VPL Conflict of Interest and Ethics Policies.

New Business:

* The Board reviewed the VPL Personnel Policy. Motion by W. Bowen to amend the Personnel Policy to include Amendment B and updates to Sec. III parts b. and d. in reference to Standby and On Call Pay. 2nd by M. Wilden. Motion carried 9-0.
* The Board reviewed the VPL Bookmobile Policy. Motion by A. Harrison to amend the policy to include adults in the target audience for the bookmobile. 2nd by J. Piper. Motion passed 9-0.
* Director Henkle provided a list of VPL Board member and officer term dates for the Board to review.
* With the hiring of additional staff, Director Henkle proposed an extension of open library hours to include 6-8 pm on Thursdays and 7-9 a.m. on Fridays. Motion by M. Walston to approve these extended hours and also to close the library for inventory on November 5th and 6th. 2nd by M. Wilden. Motion passed 9-0.

New Library Hours are as follows:

**Monday: 9 am-5 pm**

**Tuesday: 9 am-8 pm**

**Wednesday: 9 am-5 pm**

**Thursday: 9 am-8 pm**

**Friday: 7 am-4 pm**

**Saturday: 9 am-12 pm**

* Director Henkle shared a wish list of signage she would like to purchase for the interior of the library. She shared one quote for this signage but was still waiting for another quote. The Board tabled discussion and action to the September meeting. A suggestion was made to add emergency evacuation signage to the quote as well.
* The Board conducted their annual review of the Memorandum of Understanding Between the Vinton Public Library and the Friends of the Vinton Public Library.

Director K. Henkle gave the Director’s Report with an update of the past month’s activities and circulation numbers. She reported that a patron satisfaction survey is being conducted on the Summer Reading Program and explained that the bike repair station is fully functional now. Three new staff members were hired over the past month. Rachel Dickinson and Lisa Hopkins will be filling the approved part-time Evening/Weekend Library Assistant role, and Ryan Williams will be working as the new custodian.

Motion to adjourn the meeting at 7:14 p.m. by D. Gates. M. Wilden seconded the motion. Motion carried unanimously. Meeting adjourned.

Jennifer Kreutner

Secretary