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

**Wednesday, June 12, 2024, 5:00 p.m.**

**Vinton Public Library**

The meeting was called to order by Board Chair Jimmy Kelly at 4:58 p.m.

Roll Call was taken.

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

Motion to approve agenda by D. Gates. 2nd by A. Harrison. Motion carried unanimously.

Motion by M. Walston to approve consent agenda. 2nd by J. Piper. Motion carried 8-0.

Board Chair J. Kelly relayed a public comment shared with him in appreciation of the Dementia Friendly programming at the library.

Friends of the Library Report was given by Director K. Henkle. A member of the Friends group will ride the Bike Mobile in the Thursday night Party in the Park Kid’s Parade. The next Friends of the Library meeting will be June 25th.

Board Continuing Education: Director Henkle gave an overview of the Vinton Public Library website and pointed out various features.

Old Business:

* The board continued to discuss the sidewalk repair project. Director Henkle explained that there is $5,300 available in the budget under Building Maintenance and Repair and Buildings Capital Outlay to fund the project. The board reviewed several options, all of which could be completed in June 2024:
1. Scott Meyer provided an estimate to replace 4 of the uneven concrete slabs for $1,800
2. Cedar Valley Concrete Raising LLC submitted an estimate to level 4 concrete panels for $1,300 with a 5-year warranty.
3. Foundation Recovery Systems submitted an estimate to level 9 concrete panels for $3,373 with a 5-year warranty. They explained they have a $2,200 minimum and could level 6 panels for approximately that amount.

After discussion, J. Kelly moved to approve the use of Cedar Valley Concrete Raising LLC to level at least 4 panels and any others that need to be leveled up to 9 panels with a maximum cost of $3,000. 2nd by Michele Lash. Motion carried 8-0.

New Business:

* Board reviewed the VPL Proctoring Policy. J. Piper mentioned the benefits of being able to install special software to help in proctoring for the visually impaired and possibly for other patrons needs as well. Motion by J. Piper to approve the VPL Proctoring Policy with the added wording “unless approved by the director” to a line under Responsibilities of the Library to make the new line, “No changes to public computer settings may be made or special software installed unless approved by the director.” Motion seconded by A. Harrison. Motion carried 8-0.
* Board reviewed the new VPL Meeting Room Policy submitted by Director Henkle. Motion by M. Walston to approve the newly drafted VPL Meeting Room Policy. 2nd by D. Gates. Motion passed 8-0.

Director’s Report given by K. Henkle.

Motion to adjourn by M. Lash. 2nd by M. Walston. Motion carried unanimously. Meeting adjourned at 6:00 p.m.

Jennifer Kreutner

Secretary