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

**Wednesday, December 11, 5:00 p.m.**

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

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), Jen Kreutner (Secretary), Michele Lash, Julie Piper, and Matt Walston. Matt Wilden was absent. Library Director Kelly Henkle was also in attendance.

Motion to approve agenda by W. Bowen. 2nd by A. Harrison. Motion passed 8-0.

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

New Business:

John Hatfield from Orkin and his colleague spoke to the board about the need to remove a large amount of bat guano from the attic area of the library. He explained that the particles can get into the vent system and eventually cause respiratory issues if not cleaned up. He walked the board through two proposals for the bat guano mitigation. The first proposal for $4,358 included removal of the guano and a replacement of insulation to 3 inches. The second proposal for $7,485 included removal of the guano and a replacement of insulation to 6 inches. After the board discussed the potential for energy savings with the additional insulation, Matt Walston moved to accept the second bid of $7,485 from Orkin to do the bat guano remediation and insulation replacement to 6 inches. 2nd by M. Lash. Motion carried 8-0.

There were no public comments.

Friends of the Library Report was given by Director Henkle. She reported on the latest activities of the group. The next meeting of the Friends will be Jan. 16.

Board Continuing Education: Director Henkle showed the board how to find the Library Talk Forum on the State Library of Iowa website and how it could be a valuable resource for librarians as well as board members.

There was no Old Business.

Remainder of New Business:

* Director Henkle explained that the library has received some donations that could be used to purchase part of the mobile shelving for the children’s area for which the Friends group has been raising. The donation funds could be used to help acquire the needed shelving more quickly. Motion by W. Bowen to purchase 4 mobile shelving units for $4472 according to the bid by Premier F+E. 2nd by A. Harrison. Motion carried 8-0. The Friends of the Library have raised $5000 toward the remaining 8 units which is a little over half of the needed funds.
* Director Henkle presented a proposal for the FY26 budget. She explained several changes from FY25. Motion by J. Piper to approve the proposed budget for submission to the City Council. 2nd by W. Bowen. Motion passed 8-0.
* Conflict of Interest Policy was reviewed by the board. Motion by D. Gates to re-approve the policy as written. 2nd by M. Lash. Motion carried 8-0.

Director K. Henkle gave the Director’s Report. She reported the most recent activities for programming and circulation, as well as off-site programs. She updated the board about an upcoming book sale and the replacement of damaged ceiling tiles.

Motion to adjourn the meeting at 6:00 by D. Gates. 2nd by M. Walston. Motion carried unanimously. Meeting adjourned.

Jennifer Kreutner

Secretary