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

**Wednesday, May 8, 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), 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 D. Gates. Motion carried unanimously.

Motion by M. Wilden to approve consent agenda. 2nd by D. Gates. Motion carried 9-0.

There were no public comments.

Friends of the Library Report was given by Director K. Henkle. The Yvonne Fischer Memorial is complete, and the family is very happy with it. The next meeting of the Friends is May 16.

Board Continuing Education: Director Henkle presented information about Meeting Rooms at the library from the Board of Trustees Handbook. She suggested it would be wise to have a policy for use of the VPL meeting room. She will create a draft and bring it to a future board meeting.

Old Business:

* Motion by M. Walston to approve the proposed FY24 budget amendment which corrects several categories to reflect extra revenue from donations, grants, and fundraisers, as well as updated costs in a few categories. 2nd by W. Bowen. Motion carried unanimously. The FY24 Budget Amendment will go in front of the City Council in late May.
* The FY25 Budget proposal was approved by the City Council on April 25, 2024. Motion by M. Wilden to approve the FY25 Budget including the following proposed salaries and wages. 2nd by D. Gates. Motion passed 9-0.

**Library Director: 3% increase from $38.46/hr. (FY24 - salaried at 40 hours) to $39.62/hr. (FY25 - salaried at 40 hours**

**Children’s Librarian: $2.50/hr. increase from $20.00/hr. (FY24) to $22.50/hr. (FY25 - special increase based on merit)**

**Circulation Manager: $2.05/hr. increase from $15.45/hr. (FY24) to $17.50/hr. (FY25 - new job title/responsibilities effective Spring 2024)**

**Library Assistant: 3% increase from $15.45/hr. (FY24) to $15.91/hr. (FY25)**

**Janitor: 3% increase from $12.21/hr. (FY24) to $12.57/hr. (FY25)**

* The board looked over three bids for care of the library lawn. Motion by J. Piper to accept the lawncare bid of $181.50 by McKenna Lawn & Landscape for two applications: Late Spring/Early Summer and Late Fall/Winter, omitting grub control. 2nd by M. Wilden. Motion carried 9-0.
* Director Henkle explained that the piano can no longer be tuned. She would like to sell it as surplus equipment on govdeals.com. She has contacted the Historical Society as well as the donating family, and they all approve. Motion by M. Lash to list the piano for sale on govdeals.com. 2nd by W. Bowen. Motion passed unanimously.
* The book tower is in place and will have the glass installed soon.
* Director Henkle gave an update on the Story Walk and the board discussed possible locations to place it. The location most supported was on the trail between Tilford and the Marv Lindsey complex. Director Henkle will coordinate with Parks and Rec to move forward on the project.

New Business:

* Motion by M. Wilden to approve the revised VPL Cell-phone Policy to include the new mission and vision statements. 2nd by D. Gates. Motion carried 9-0.
* There are several uneven areas on the sidewalks around the library. The board reviewed several poly renewal options from Foundation Recovery Systems in Ankeny. The board asked Director Henkle to get bids for replacing sections of concrete, and to look for local companies that do the poly renewal repair and solicit bids from them as well.

Director’s Report given by K. Henkle.

Motion to adjourn by M. Wilden. 2nd by D. Gates. Motion carried unanimously. Meeting adjourned at 6:34 p.m.

Jennifer Kreutner

Secretary