

**Indianola Public Library  
Board of Trustee Meeting Minutes  
April 3, 2019**

Present: Library Director Michele Patrick, Betsy Freese, Jim Lee, Colleen Willmott, Cyd Dyer, Pat Hicks and Andy Brittingham.

Library Staff in Attendance: Alison Brown, Janis Comer

Absent: Tom Smith

The meeting was called to order by President Jim Lee at 5:30 p.m. Pat Hicks moved to approve the minutes of the March 5, 2019 meeting, Cyd Dyer seconded the motion and it was approved.

**Financial Report:**

**Approve Monthly Claims:** Motion by Betsy Freese and seconded by Colleen Wilmott to approve the monthly claims. Motion approved.

**Review of Expenditures and Revenue:** It was noted that Expenditure #25 (Workers' Comp Insurance) was significantly in excess of the budgeted amount. This was due to a miscalculation during last year's City budgeting process, and will be corrected in next years' budget.

**Director's Report:**

Staff continue to gear up for the summer reading program.

The circulation staff is cleaning up patron records, specifically confirming and checking accuracy of patron's addresses.

The IPL received notification that they have been named as a beneficiary in the will of a recently deceased member of the community. No further details are available at this time.

Circulation numbers, door counts, and program attendance for fiscal year 2018/2019 are above the previous fiscal year.

**Old Business:** none

**New Business:**

Two agenda items (Service Animal Policy and Appropriate Behavior Policy) were tabled until the May meeting to allow time for input from the City Attorney.

Professional Development Day: Pat Hicks moved, and Cyd Dyer seconded a motion to close the library on Friday, May 17, 2019 to allow staff to participate in professional development activities. The motion was approved.

**Friends Report:** The FIPL trivia night was very successful. Friends are continuing to evaluate the Story Walk program.

**Trustee Comments:** The IPL will be participating in RAGBRI activities, and is working with the City to discuss possibilities, and avoid conflicts with other entities.

**Strategic Plan Discussion:** Trustee's and staff continued a discussion of potential items to be included in the IPL new strategic plan.

Meeting was adjourned at 6:35pm

Secretary,

Andy Brittingham