Swisher Community Library

Board of Directors meeting

September 7, 2022

The Swisher Community Library Board of Directors met on September 7, 2022, at 6 p.m.

Board Members present Tera Kringle, Monica Cox, Ben Winborn and Library Director Laura Hoover.

Caiti Rowe and Cindy Shelangoski were absent.

Minutes:

Minutes from the August 2022 meeting were reviewed, and a motion was made to approve them. MSC Winborn/ Cox, all ayes. Motion passed.

Citizen’s Comments:

No citizen’s comments.

Director’s Report:

Financial Report:

Currently at 17% of annual budgeted spending through June and on target to meet annual budget.

Bills to Pay:

It was motioned to pay the current bills. MSC Cox / Winborn, all ayes. Motion passed.

Monthly stats:

Material check outs are at 31% of all last year.

Door counts are at 32% of all last year

Reports and Announcements:

Annual Report was filed with the State. Collection has grown by 10%, Circulation up 2%, eBooks up 20% and door counts up 37%.

Applications for the Student Intern position are in, and interviews done. The Director will hire in the next week and work with City Hall to onboard the new student.

Director will attend ARSL virtually and will attend ILA in October in Coralville. Will also present a session on holding a legislator’s reception at ILA.

Front door and locks were replaced.

Split Position Library/ City Hall

The shared position between the Library and City Hall is going to transition to be a part-time job at City Hall. Will still be available for back -up at the Library. Board will review job descriptions for current staff before deciding what a new position should look like.

Copier Bid Review and Selection

 After review of the bids and the current budget, motion was made to purchase the copier from

 the Access Systems bid. MSC Coc/Winborn, all ayes. Motion passed.

Personnel Policy Review

The existing Personnel Policy was reviewed. Motion made to approve with some grammatical corrections. MSC Cox/Winborn, all ayes. Motion passed.

Next meeting will be Wednesday Oct 5, 2022, at 6 PM

Motion to adjourn at 6:20 p.m. MSC Cox / Shelangoski, all ayes. Motion passed.