

**Earlham Public Library
Board of Trustees
Regular Meeting
Monday, August 7, 2023 @ 6:00**

Members present: Traci, Terri, Nikki, Lance, Justina, Katie, Mike; guest: Dr. Kaster

I. **Call to order** - Terri called the meeting to order at 6:03, Traci seconded the motion.

II. **Approve agenda** - Terri approved the agenda, Lance seconded the motion.

III. **Approve minutes from the July [Meeting](#)**

Traci approved the minutes, Terri seconded the motion.

Conversation from Dr. Kaster, Earlham Schools

Sharing a librarian between school and public library- Iowa code requires a librarian on record 10 days per year, and the school is looking to open a sharing agreement.

Anticipated plan would be that an associate librarian would be there to run day to day operations of the school library, but the shared library director (Justina) would oversee the ordering, cataloging & weeding of the library collection with possible options for more. The library board and school board would set up the contract up as fits for the group- such as a 10 day contract or 80/20 % sharing, in addition to an annual renewal of contract vs longer contract

Starting the conversation now, with a goal to complete by October 1. Any questions could be directed to Dr. Kaster, and the library board could have a conversation and make a decision by the 9/11 board meeting.

IV. **Library Bills** - Average spending for the month, at 8.4% for the annual budget, with books being a main portion of the spending.

V. **Hoadley Trust report**- nothing to report this month

VI. **Director's report** -Down small % in patron visits & checkouts compared to July 2022, but overall 9% increase in year to date patrons. Summer Reading end of year party is 8/12 at the park.

VII. **Policy [Reviews](#)** -

Second & final reading of By-Laws, Terri motioned to approve & Traci seconded the motion.

VIII. **Old Business** -

-ADA compliance grant- grant money has been received, still working through the behind the scenes trainings

-previous vote on Google 360 Virtual Tours-vote was to not spend the money at this time

IX. New business-

-Voting of officers:

President-Nikki Lilly,
Vice President- Terri Nichols,
Stella Hoadley Liaison- Todd Weber
Secretary-Todd Weber

Mike motioned to approve the officers as listed above. Traci seconded the motion.

-Change of meeting date for September meeting due to holiday

X Trustee Training:

New [handbook](#): Chapter 14- Public Library Standards

XI. Adjourn - Lance motioned to adjourn the meeting at 7:00, and Mike seconded the motion.

Next Regular Meeting: Monday, September 11, 2023 @ 6:00PM

--Schedule Subject to Change up to 24 Hours Prior to Meeting--

Posted by: _____ on _____ @ _____

Removed by: _____ on _____ @ _____