



Newton Public Library Board Meeting Minutes

Thursday, March 23rd, 4:30 p.m.
Library Conference Room

Present: Soule (President) Hutchinson (VP) Baker (Treasurer) Otto, Fuzell, Library Director Terry, Hallam (City Council) Muckler (City Administrator)

Call to Order- Soule called the meeting to order at 4:26pm.

Agenda Approval – Otto moved the agenda as written. Fuzell seconded. Agenda was adopted.

Minutes Approval – Soule moved the February 2023 minutes. Otto seconded. Minutes were approved.

Public Comment/Concerns - NONE

Approval of Bills – Baker moved approval of the bills. Hutchinson seconded. The bills were approved.

Reports

Financial Report – budget is on track for 70% through fiscal year. Director noted the Diehl estate would be modified to better reflect upcoming expenditures.

Director Report- Tiny art auction raised \$1,300

Building Project

Roof Funding Discussion – to date \$2,600 raised and rolled into bond

Roof Fundraiser Sub-Committee Report- group discussed taking advantage of RAGBRAI presence in Newton; Otto agreed to serve on subcommittee

Old Business

ILS Migration Update – Director shared copy of public flyer explaining library closure during system migration; had already answered some questions; Libby will continue to work throughout; new system will be “live” on 4/17/23 with training for staff 4/12-4/15; staff will also do continuing education during closure to maximize time

New Business

Opening of Lawn Bids & Awarding Contract – received 1 bid from Gilbert Lawn Car & Snow removal (Knoxville, IA) for \$822/month; City Administrator shared this company had also bid on additional city contracts; Otto moved to approve the bid with Gilbert. Soule seconded. The bid was approved and the contract awarded.

Shifting Layout Discussion & Approval- Director shared updated library layout map and how it was tied to circulation changes.

Maternity Leave Discussion & Planning- Otto made a motion to approve 12 weeks of FMLA for Library Director. Soule seconded. The motion was approved and maternity leave approved.

Interim Director Planning & Appointment- with the anticipated leave of Director and interim library director needs to be approved. Director recommended library staff Becca Klein who had indicated she would accept the position if offered. Appointment would come with a 5% pay increase to align with city salary. Baker moved to appoint Klein to fill the interim Library Director position (August 2023). Hutchinson seconded the motion. The motion passed.

Glassinator Sculpture Damage & Removal Discussion – Art installation by Andrew Carson has been damaged by weather events. Attempts to work with artist to repair the sculpture have not progressed. Board encouraged reaching out to the Center for Arts & Artists for guidance. Board discussed potential sale of the sculpture as the artist is regionally known and regarded. Director will follow up.

Chapter 16 Trustee Manual – postponed until April meeting.

Agenda Items for next Library Board Meeting: Thursday, April 27th, Conference Room: Library “Wish” List, Chapter 16 Trustee Manual, Fundraising subcommittee report.

Hutchinson moved to Adjourn. Otto seconded. The Board adjourned at 5:08pm.