Newton Public Library Board Meeting Minutes

Tuesday, May 23rd, 4:30 p.m.
Library Meeting Room

Present at the meeting were Soule, Hutchinson, Baker, Otto, library director Terry, and Hallam (City Council)

Call to Order – Soule called to order at 4:30pm.

Agenda Approval – Otto moves the agenda. Soule seconded. Agenda was adopted.

Minutes Approval- Baker moves to approve the minutes. Fuzell seconded. Minutes were adopted.

Public Comment/Concerns - NONE

Approval of Bills- Soule moved to approve the bills. Hutchinson seconded. The bills were approved.

Reports

Financial Report- Budget amendment be required in June to add projects to fiscal year (ends June 30)

Director Report- Staff coordinating summer programming around work on the roof; StoryWalk installation had minimal damage in May hailstorm and has been repaired; payment has been issued from County & Lambs Grove for services.

Long-Range Plan

Building Project

Roof Funding Updates- NPL Foundation contributed $50,000.

Roof Fundraiser Sub-Committee Report- tabled until June meeting; goal is $19,000; Subcommittee agreed to meet Monday, June 12 at 3pm at Library (open meeting)

Roof Construction Updates- on track overall – managing some timing issues by working on Saturdays.

Old Business

ILS Migration Update- final books being added; some bugs but staff is making progress; Some policies may need to be updated as a result of new system.

Glassinator Sculpture Damage & Removal Discussion – Coordinating removal with Center for Arts & Artists in Newton. No contact from the artist.

Chapter 16 Trustee Manual- Chapter covers use of library meeting rooms by any non-profit and have to allow public into meeting; OSHA requirements; Building project processes and bidding; CIP planning; and ADA accessibility.

New Business

Library Program Policy- Terry shared a draft policy to provide clarity on the programs put on by library, process for approval, and indemnifying library from opinions/viewpoints of presenters. Otto moved to approve adoption of the policy. Soule seconded. The policy was approved.

Director Evaluation Discussion- Board members will use evaluation structure from 2022; Evaluation will be done in time for review at July meeting, before Director is on leave. Baker agreed to collect and collate the Board member evaluations.

Lambs Grove 28E Contract Approval & Signing- Hutchinson moves to approve the agreement. Otto seconded. The contract was approved and will be signed.

2024 Holiday Closures Approval- Terry presented draft of 2024 Holiday Closures. Otto moved to approve the schedule. Hutchinson seconded. The schedule was approved.

Library Levy (HF718) & Library Budget Discussion- Terry shared document from state librarian explaining legislative changes adopted in Iowa that could impact budget; Limits the protection of library specific tax levies. Concerns over impact on Newton library budget should city tap into this levy. City budgeting for FY 24 begins in July.

Agenda Items for next Library Board Meeting: Thursday, June 22nd, Conference Room:

Library "Wish" List; Policy Changes from ILS Migration Approval; Director Evaluation; Fundraising subcommittee report; Interim Director will attend June Board meeting.

Otto moved to Adjourn. Fuzell seconded. The Board adjourned at 5:24pm.