

**SCOTT COUNTY LIBRARY SYSTEM MINUTES**  
**MONDAY, MAY 23, 2022**  
**NOON**

The agenda for this meeting was posted in public in all Scott County Library System Libraries in accordance with Iowa law. President Kristal Koberg Schaefer called to order the May 23, 2022, meeting of the Scott County Library Board of Trustees at noon at the Eldridge branch.

Board of Trustees present: Kristal Koberg Schaefer (via Zoom), Kevin Cahill, Niki Wuestenberg, Kim Hildebrand, Dan True, Angie Ehlers, and Director Tricia Kane.

**Approval of Agenda:** The agenda was reviewed and approved by Kevin Cahill; seconded by Kim Hildebrand. Motion carried.

**Approval of the Minutes:** Niki Wuestenberg moved to approve the minutes; seconded by Kevin Cahill. Motion carried.

**Approval of Bills and Receipts:** The Accounts Payable Report for the meeting of Scott County Board of Supervisors for 4/18/22 – 5/16/22 was reviewed and discussed. Niki Wuestenberg moved to approve the bills and receipts; seconded by Dan True. Motion carried.

**Review of the Circulation and Budget:** Circulation and budget were reviewed. We are seeing very strong program attendance. Budget is right where it should be.

**Correspondence:** Tricia received a call from a Durant patron who was very excited about the printing services now offered at all branches. Emily Arnold is continuing her column in the “North Scott Press” called “Shelfies.”

**Board Education:** Tricia prepared step-by-step education material for board member’s review on how the budgeting process happens.

**Director’s Report:**

- *Branching Out* will be in the May 25<sup>th</sup> edition of the NSP.
- Sarah Carlin Vermillion will be presenting on our archiving project at the Community Webs US Symposium, and Cathy Zimmerman will be presenting Making Outreach Your Own at the American Library Association annual conference in June in Washington, DC.
- We have been awarded a \$500 grant from the Bi-State Literacy Council to start a collection of circulating board games.
- Received a \$15,000 grant from Riverboat Development Authority to replace the flooring in the Eldridge and Princeton meeting rooms.
- Tara Plies has been hired as the branch associate at Buffalo. Judi Sarafin and Laura Vannorsdel has been hired as substitute reference librarians.
- Rebecca Cox has resigned – advertising for a circulation clerk in Eldridge.

**\*\*The Board of Trustees discussed how important grants are to our library system and how valuable our employees are who are writing these grants. These grants are allowing us**

**to fund items we would not be able to within our budget. A heartfelt thank you to Tricia and others who are taking the time to apply for all of this grant money.\*\***

**New Business:**

- Circulation Policy – Niki Wuestenberg moved to amend the circulation policy to include new material types to reflect the new formats that have been added. Seconded by Kevin Cahill. Motion carried.
- Exam Proctoring Policy – Niki Wuestenberg moved to approve the updated wording in the Exam Proctoring Policy; seconded by Angie Ehlers. Motion carried.
- FY22 Budget Amendment – because we have received additional funding in the form of grants and donations, Niki Wuestenberg moved to amend the FY22 budget to \$1,316,500; seconded by Kevin Cahill. Motion carried.
- FY23 Salary Schedule – The county has asked us to set the salary schedule for Library employees because the union contract no longer exists. Kevin Cahill moved to accept the FY23 salary schedule; seconded by Niki Wuestenberg. Motion carried.

Our next meeting will be Monday, July 25, 2022 at noon, in person at the Scott County Library Eldridge branch.

Niki Wuestenberg moved to adjourn the meeting; seconded by Kim Hildebrand. Motion carried.

Respectfully Submitted,  
Angie Ehlers