

SCOTT COUNTY LIBRARY SYSTEM MINUTES
MONDAY, SEPTEMBER 26, 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 September 26, 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, Kim Hildebrand, Dan True, Niki Wuestenberg (via Zoom), Angie Ehlers and Director Tricia Kane. Katie Jackson, public services associate, was a guest.

Approval of Agenda: The agenda was reviewed and approved by Niki Wuestenberg; seconded by Kevin Cahill. Motion carried.

Approval of the Minutes: Kevin Cahill moved to approve the minutes; seconded by Dan True. Motion carried.

Approval of Bills and Receipts: The Accounts Payable Report for the meeting of Scott County Board of Supervisors for 8/13/22 – 9/16/22 was reviewed and discussed. Kim Hildebrand moved to approve the bills and receipts; seconded by Niki Wuestenberg. Motion carried.

Review of the Circulation and Budget: The patron count continues to come back strong, as is program attendance and wireless usage. This is early in our fiscal year, but donations are higher than anticipated due in part to grants that have been received.

Board Education:

- The annual report has been prepared in both a one-page, full-sheet format that is available to the public, as well as a brochure that went out to our funding bodies with a letter highlighting our year. Katie Jackson created the brochure.

Director's Report:

- Sarah Carlin Vermillion was unable to attend the ALA conference in June. She was invited to present at the Association of Small and Rural Libraries Conference in Tennessee on the local history projects of our library. She was on a panel discussion and was able to highlight our work on it at the national level.
- “Branching Out” was in the Sept. 21st issue of the “NSP.”
- Had to replace the air conditioner in Princeton. Flooring replacement project in Princeton is scheduled to start soon. Carpeting in meeting rooms in Eldridge will be replaced with carpet tiles at the end of November. Flooring projects will be paid for by Riverboat Development Authority grant.
- Branch Tours – Tuesday, October 11 meet at 3:00pm in Eldridge to tour Princeton. Wednesday, October 12 meet at noon in Eldridge to tour Buffalo, Blue Grass, Walcott and Durant.

Old Business:

- Discussion was held on increasing Director Tricia Kane's vacation time. Angie Ehlers moved to increase Tricia Kane's vacation time from three to four weeks per year; seconded by Niki Wuestenberg. Motion carried.
- Bylaws revision – presented with minor revisions at the August meeting. Dan True moved to adopt the proposed minor changes to current bylaws; seconded by Kevin Cahill. Motion carried.
- Follow up discussion was held on collection development and the process of conducting a diversity audit.

New Business:

- Fine Free – RiverShare Libraries are revisiting the idea of making all items fine free (exceptions include for example, hot spots and museum passes). Juvenile and young adult are currently fine free; this would be extending it to adult items. Kim Hildebrand moved that the Scott County Library System's stand be to eliminate overdue fees; seconded by Kevin Cahill. Motion carried. This will need to be a RiverShare-wide decision if it is to go into effect.
- Reorganization – Due to retirements, there will be two full-time positions vacated soon, giving the library system a chance for reorganization. Tricia proposed four job descriptions which would be part of the reorganization. This does not mean the hiring of four additional people, but rather internal transfers within our library system. This plan to reorganize will allow the creation of more depth in the areas where it is needed. Kevin Cahill moved to create these four new positions; seconded by Niki Wuestenberg. Motion carried.

Our next meeting will be Monday, October 24, 2022 at noon, in person at the Scott County Library Eldridge branch.

Niki Wuestenberg moved to adjourn the meeting; seconded by Dan True. Motion carried.

Respectfully Submitted,
Angie Ehlers