

Minutes of the James River Valley Library System Board of Directors
Library Board Meeting
Wednesday, May 11, 2022

Board members present were Pam Phillips, Robert Hoekstra, Char Freeberg, Emaline Roorda, Joan Morris, Gail Martin, and Jackie Barnes. Absent was City Ex-Officio David Schloegel. Also present were Library Director Joe Rector, Assistant Director Jill Pfaff, Lee Dobrinz with JLG Architechts, and Debora Denny.

Pam called the meeting to order at 3:31 pm.

REMARKS FROM THE PRESIDENT

Pam informed the board she hopes to keep the meeting to under one hour. Pam also reminded the board if someone has something to bring up that isn't on the agenda, they have one minute to talk about it then it will be put on the agenda for next month.

APPROVAL OF THE MINUTES

Gail made a motion to accept the April 13 minutes, seconded by Char. Unanimous aye. Motion carried.

FINANCIALS

Joe gave the financial report for the month of April.

BILLS TO BE PAID, PAYROLL AS PAID, AND AUTO PAY AS PAID

Robert made a motion to approve the bills to be paid, the payroll as paid, auto pay as paid, and \$2074.67 Amazon EFT, seconded by Gail. Roll call vote showed 7 ayes, 0 nays. 0 absent. Motion carried.

REPORT FROM THE BUILDING COMMITTEE

Char reported the Building Committee would like to know what the board wants them to focus on next. She said the committee made a motion to accept the proposed timeline for a new library with changes as needed. She also said there was an open discussion with the committee about possible locations for a new or expanded library. The board requested Joe e-mail the timeline to the board. Joe asked the board to keep in mind the timeline isn't final and the building committee had requested a timeline template from Joe initially.

SPACE NEEDS STUDY WITH LEE DOBRINZ, JLG ARCHITECHTS

Lee Dobrinz reviewed the space needs study with the board.

Char made a motion to accept the space needs study proposal, as presented by Lee Dobrinz with JLG Architechts; seconded by Emmy. Roll call vote showed 7 ayes, 0 nays. 0 absent. Motion carried.

REPORT FROM DEBORA DENNY AND PROPOSAL FOR NEXT PHASE

Debora Denny reviewed the Phase 1 assessment summary of her facilitation and mediation services.

Gail made a motion to move to Phase 3 with Debora Denny, not to exceed \$4000 without board approval, and with the understanding that Debora will provide a monthly report; seconded by Pam. Roll call vote showed 7 ayes, 0 nays. 0 absent. Motion carried.

DIRECTOR LIFE INSURANCE

Joan made a motion to pursue with the City to become part of the additional City benefits for all library employees, seconded by Robert. Roll call vote showed 7 ayes, 0 nays. 0 absent. Motion carried.

Joan stated she felt Joe's request was inappropriate for someone to ask the taxpayers to pay for.

Joe withdrew his current life insurance request and said he is appreciative with the board moving forward with life insurance for all employees.

LEAKING PIPE AT ADPL

Joe informed the board that there is a pipe leaking in the Children's department. The pipe has tested positive for asbestos that will be safely removed on Sunday, when no one is in the building. The plumber will repair the leak once the asbestos has been removed. No damage to the building or the books has occurred.

FRIENDS OF THE LIBRARY REPORT

Joe reported the Friends continue to work on getting more members and have mailed out postcards to request membership.

REPORT OF THE LIBRARY DIRECTOR

- Joe presented statistics for the month of April
 - Patron count 4,142
 - Patron cards 6,956
 - Libby/Overdrive usage 1,531
 - Hoopla usage 145 uses for a total of \$272.91
 - Item usage 6,796
 - Computer usage 406 (ADPL) and 110 (SCL)
- Mill levy request and 2023 budget due to County by June 17
- 3D printer and cart coming soon, the Friends have pledged \$200 added to \$800 from a donation towards the project
- Staff meeting: Hoopla feedback; professional development – Niche Academy presentation
- Upcoming programs
 - Summer Reading Program Kickoff – Klaus Park, June 1, 2022
 - Classroom tours of ADPL resuming

NEXT BOARD MEETING

The next board meeting is Wednesday, June 15, 2022, 3:30 pm, ADPL.

ADJOURNMENT

Pam adjourned the meeting at 4:56 pm.

Respectfully submitted,

Jill Pfaff