

SERGEANT BLUFF PUBLIC LIBRARY

Board Meeting Minutes

June 21, 2023 5:30 PM

Call the board meeting to order –Board President Michael Aguirre called the meeting to order at 5:32 PM with roll call:

Attendee Name	Title	Status	Term Expiration
Michael Aguirre	Board President	Present	June 2029
Jenni McCrory	Board Vice President	Present	June 2029
Jane Schaar	Board Secretary	Present	June 2025
Garry Clark	Board Director	Present	June 2025
Deb Collins	Board Director	Absent	June 2027
Shari Zenor Kiple	Board Director	Present	June 2025
Shannon Maier	Board Director	Present	June 2029
Mary Torgerson	Library Director	Present	
Andrea Johnson	City Council Liaison	Absent	
Carol Clark	City Council Liaison	Present	

I. Approval of Meeting Minutes

Motion by Jenni McCrory, seconded by Shannon Maier, to approve the meeting minutes from May 17, 2023. Motion carried. (Unanimous)

II. Approval of the Agenda

Motion by Jane Schaar, seconded by Jenni McCrory, to approve the agenda. Motion carried. (Unanimous)

III. Financial Report and Approval of Expenditures

- a. Board reviewed Library financial report from the City with questions addressed.
- b. Library Director Mary Torgerson reported line-by-line break down of all expenditures for the month of May.
- c. Total May expenditures: **\$341.52**
- d. Motion by Jane Schaar, seconded by Shari Zenor Kiple, to approve May expenditures. Motion carried. (Unanimous)

IV. Public Comment

- a. Carol Clark welcomed our new Library Director Mary Torgerson.
- b. Carol welcomed new Board members Shari Zenor Kiple and Garry Clark.
- c. Carol reported Highway 75 done in Sergeant Bluff.
- d. Carol reported the Sergeant Bluff pool is having a great year so far, and very busy.
- e. Carol reported a small new dog park is coming to Jefferson Park. Equipment has been removed and new equipment will be purchased next summer for a new park on the north side of town.
- f. Carol reported vandalism incidents in this summer at various locations.
- g. Carol reported 150 participants in the Summer Rec program. Park and Rec department will lose their summer interns on July 10th, let the Park and Rec team know if you have of any interns that may be interested.
- h. Keep Terri’s husband in our prayers, as he had a stroke last week.
- i. Kim Losee thanked the board for the card and gift certificate when her mother passed away.

V. Library Director Report

- a. Door Count for **May 657 patrons.**
- b. Mary Torgerson reported a line-by-line break out of the Books, DVDs, and Bridges, Magazine and WhoFi in the agenda.
- c. Mary renewed the ALA Membership.
- d. Summer reading programs are going very well.
- e. Melanie Milburn will be performing Tuesday June 27th.
- f. There will be an Art Gallery showing Thursday July 27th 5:00-6:00 pm at the Library.
- g. The Library will be receiving free books that focus on stuttering.
- h. The Library is searching for a spare bike rack. Please inform Mary if you have one or know of anyone that may donate one.
- i. We need to remove the book drop at the old building. Mary to see if we can donate to another Library.
- j. Mary applied for a grant Rob-See-Co \$750...for a pocket park. This would be used next year.
- k. Board discussed the Sergeant Bluff Community Foundation, as another potential revenue stream we can investigate.
- l. Pioneer Valley Days is coming up in August. Kofi Dennis will be performing Friday August 11th at 1:00 PM. He will be playing African drums. The Parade is Friday August 11th at 6:30 PM. Family Fun Day is Saturday August 12th 11:00 AM-4:00 PM. We need volunteers for the Parade and for Face Painting.
- m. Mary recommended the purchase of additional StoryWalk backer sheets. 24 red, 24 orange 24 black for \$513.50. We will discuss again in our July meeting.
- n. Local interest collection that is currently at the local High School will be moving to the Public Library.

VI. Unfinished Business

- a. Library Director position filled with Mary Torgerson. We have already received positive comments from the community.
- b. Board of Trustee Appointments by City Council. Welcome to the following new Board Directors:
 - i. Garry Clark
 - ii. Shari Zenor Kiple
- c. New Library Sign is still pending arrival. It has been ordered as part of the MHRD grant.

VII. New Business

- a. Circulation Policy Review and Amendment
 - i. The Board reviewed the Circulation Policy. The board agreed to remove the "Fines" portion of the Policy. The Board will review the recommended revisions for approval.
- b. Formation of Policy Review Committee
 - i. Shari and Shannon to work with Mary before the July meeting.

VIII. Adjournment

Motion by Jane Schaar, seconded by Shannon Maier, to adjourn at 6:42 PM.
Motion carried. (Unanimous)

****NEXT MEETING: July 19, 2023, 5:30 PM at Sergeant Bluff Public Library****

Respectfully submitted,
Jane Schaar