

**MINUTES OF THE KEOKUK PUBLIC LIBRARY
BOARD OF TRUSTEES
April 18, 2022**

1. **ROLL CALL:**

Ed Bazow	— Present	Mike Marsden	--- Absent
Joe Fierce	— Absent	Robin McKray	— Present
Nancy Graham	— Present	Sue Morgan	— Present
Kristal King	— Present	Rex Muston	— Absent
Marsha Kirk	----Absent		

2. **AGENDA/CONFLICTS OF INTEREST:**

President King called the meeting to order at 4:35 pm. A motion to approve the agenda was made by Morgan. McKray seconded the motion. All were in favor and the motion passed. There were no conflicts of interest.

3. **MINUTES OF THE PREVIOUS MEETING:**

The minutes of the March 21, 2022 meeting were presented for review. A motion to approve the minutes was made by Bazow. Graham seconded the motion. All were in favor and the motion passed.

4. **PUBLIC PRESENTATION OR DISCUSSION WITH THE BOARD:**

None.

5. **APPROVAL OF FISCAL RESPONSIBILITIES:**

Bills were presented to the board for review. A motion to pay all bills and salaries was made by King. McKray seconded the motion. All were in favor and the motion passed.

6. **COMMUNICATIONS AND PETITIONS:**

None.

7. **REPORTS:**

a. **LIBRARIAN'S REPORT:**

Winkler reported on the following items:

- A program for a mentally/physically challenged young man to come in once a week for one hour, shredding documents. A helper stays with him and so far it is going quite well. There is a possibility of another young man coming in the summer.
- Merissa was on the radio April 1 promoting National Library Week that was April 3-9. We offered programs each day to help celebrate and a smaller version of our book sale in the lower level was also held. The staff wishes to thank the board for the Stan's pastries and nice card.
- The Lee County Librarians met here on Wednesday, April 6. Various library things were discussed and we celebrated the retirement of Brenda Knox,

Donnellson Library Director for over 20 years. Sunny Robbins has been hired to replace her and will be training with Brenda all this month.

- The quarterly meeting of the KPL/KAC was held on Wednesday, April 13. I proposed two programs to partner with them—a paint-your-own pottery class and a lunch & learn program. The lunch program would allow the artists who are displaying that month to talk and educate about their work while attendees enjoy their lunch. Tom stated that Mary Cecil will have a textile display in August and he would see if she was willing to do this type of event. I mentioned bringing in the Chamber to promote the events as they a good bead on the business community which would be our focus for promoting. Tom brought up a unique opportunity for a fund raiser with artist Cecile Haute and an accompanying violinist. Their cost runs \$2,000 so that would mean looking for sponsors or a grant, but he did think there would be enough interest to make a good fund raiser.
- Dev Kiedaisch stopped in to discuss the Keokuk Cultural and Entertainment District’s new Keokuk Parks Explorer program. They would like the library to be a place where participants can turn in their finished booklet to receive the Iowa quarters that are being offered as a prize for visiting 10 of the 15 parks listed—the new Library Park included. The library will be listed as a partner in the booklets. I told her we would be happy to participate.
- Summer reading plans for both kids and adults are underway. The theme is “read off the beaten path—Camp Read”. Lots of outdoor related themes, prizes and rewards are being offered. We are partnering with Keokuk Tourism, Lee County Conservation and ISU Extension to provide special programs throughout the summer.
- On March 30, our new computer company people came to switch us over to their versions of our back up system and anti-virus, as ours was scheduled to end with Access Systems on March 31. Access Systems has been informed that we will not be doing the Managed IT Plan they presented.

A motion to accept the librarian’s report was made by King. McKray seconded the motion. All were in favor and the motion passed.

b. **KPL Board/Foundation Liaison report:** Bazow reported that the Foundation met and discussed the following:

- ✓ The wind sculptures sponsored by Kyle Beard have arrived.
- ✓ Plaques for the donors is being looked into along with a ground breaking ceremony and the naming of the sculpture park and plaza areas as part of that ceremony.

Building and Grounds: Winkler reported that she had received a bid to paint the two public bathrooms upstairs for \$500, excluding paint and supplies. She felt it was a good bid and will be looking to do that in the near future, if the board agrees. The board did agree.

Mark Stanley had been asked to come in and take a look at our copper/metal planter stands that could use some attention. He stopped in today and feels that he can get them repaired and looking good again. He will get back with me on his bid.

The new planting boxes have been delivered to the library garden. These were built from donated pallets by the high school students under the supervision of Matt May. We purchased Tung oil to stain/treat them. The students also put Keokuk Public Library Garden on the sides of them. We've had a lot of positive comments about them and Merissa is anxious to get into the planting/growing season.

UNFINISHED BUSINESS:

- a) **Library Floor Plan:** We made it through! Winkler praised the staff who worked tirelessly and without complaint each and every day, even though we were all exhausted. The five guys from Public Works were excellent and very accommodating to the changes I made after they had moved things. There have been no complaints from the public and everyone seems pleased with the new layout! I am meeting with Dustin from LFI to finalize new fixtures/furniture on Wednesday-there will need to be adjustments from his original visit but currently the cost is running right around \$70,000, including a steel surcharge of over \$10,000, and not including freight and installation. The quote will hopefully drop as we are reducing some of the shelving units and changing the end caps from all oak veneer to colored lamination on most of the new "marketplace" shelving units.

NEW BUSINESS:

None.

ADJOURNMENT:

The meeting adjourned at 5:06 pm. The next meeting will be held on Monday, May16 at 4:30 pm in the lower level meeting room.