

Fort Dodge Public Library Board of Trustees

Meeting Minutes

February 26, 2024

I. Call to order/Determination of Quorum

Vice-President Merrily Dixon called to order the regular meeting of the Fort Dodge Public Library Board of Trustees at 3:31 p.m. on February 26, 2024 at the Fort Dodge Public Library.

The following persons were present: Rita Schmidt (Director), James Kramer, Sheryl Griffith, Merrily Dixon, and Deb Kelleher.

II. Agenda Approval

A motion to approve the agenda was made by Kramer and seconded by Griffith. Motion carried.

III. Approval of Minutes

A motion to approve the January meeting minutes was made by Kelleher and seconded by Griffith. Motion carried.

IV. Comments/Questions from the Public

V. Bills & Financial Reports

- A. Kelleher moved payments in the amount of \$4,145.26 to be approved in the Gift and Memorial Accounts. Kramer seconded. Motion carried.
- B. Griffith moved payments in the amount of \$14,278.03 to be approved in the City Funds Accounts. Kelleher seconded. Motion carried.

VI. Communications/Board Education

The Board discussed HSB678, HF2442 & ILA Capitol Day.

VII. Committee Reports

- A. Foundation – \$116,221.40 allocated for FY25
- B. Friends – no meeting

VIII. Directors Report

Budget

- Schmidt signed a five-year contract with Fort Dodge Fiber.
- The FY25 budget finalization is on hold until the February 26th city council meeting when the franchise fee proposal outcome will be determined.

Building

- The annual boiler inspection is set for February 28th.
- A new vacuum was purchased for the meeting rooms and 4 chairs for the reading area.
- The art piece out front was vandalized again.
- A tablet was stolen on 2/26 by a patron who has been banned.

Programming

- March 9th will be the next speed puzzle competition.

- The puzzle swap received 46 puzzles with 10 participants. Leftover puzzles were sent to the Friends of the Library.
- 7 new book club kits were purchased.
- The Children's Department Spring Open House will be March 20th.
- Storytimes have begun.
- The Summer Tuesday Adventures are all booked.

Personnel

- TeKierra Shivers was hired to fill the part-time position. She started on February 12th.
- Alexis, Abbey, and Erika will be attending a webinar March 6th on advanced Canva strategies geared towards municipal governments.
- Schmidt attended a four-hour webinar on safety and security issues in libraries. The different sessions explored practical ways management can help create safer libraries by supporting mental health issues, building community partnerships, managing communications during a crisis/incident, and supporting frontline staff. While some of the ideas presented aren't applicable or possible in a smaller public library like ours, it was a very educational afternoon.

IX. Old Business

X. New Business

XI. Adjournment

Kelleher moved a motion to adjourn. Seconded by Griffith. The motion carried. The meeting was adjourned at 4:00 p.m.