

# The Solon Public Library Board

## Meeting Minutes November 27, 2023

### Call to Order

The regular meeting of the Solon Public Library Board was called to order by March Sutton at 6:31pm

### Present

March Sutton, Sandy Lawrence, Steve Fisher, Janet Salathiel, Char Cosgrove, Cole Gabriel (City Liaison), Liz King (Library Director)

### Absent

Bill Christensen and Jen Fetzer

### Approval of Agenda

The agenda was unanimously approved as distributed. (Janet/Sandy)

### Approval of Minutes

The minutes of the previous meeting were unanimously approved as distributed. (Sandy/Steve)

### Citizen's Speak and Correspondence

Citizen's Speak none. Correspondence none

### Committee Reports

- **Building:**

*Radon update:* A second Radon exhaust fan was added and the initial testing indicates that it is working. A 48 hour test will be completed on Wednesday, November 29, 2023.

*Parking Lot update:* The ALA LTC Accessibility Grant will be utilized to finance the modification of the existing parking lot to accommodate two additional handicap spots with the correct slope.

- **Finance:** Due to not having a meeting in December a motion was made to keep a January 2, 2024 maturing CD at Greenstate. This has a caveat to renew the CD at the highest possible rate at the time of maturing. (Steve/Sandy)

- **Johnson County Liaison:** Sandy reported that the position for a Johnson County board member has been posted.

- **City of Solon Liaison:** Cole reported that Daniel O'Neil is the new mayor and that Andrew Kramer is a new councilman.

- **Board of Trustees Continuing Education:** Char was able to listen to the Webinar Boardroom Series Intersections (Part 1 & 2). Janet reported on the Library for the Blind.

### Library Director's Report

A written report is included in the Board packet.

# The Solon Public Library Board

## Approval of Bills

The November 2023 bills were unanimously approved for payment as presented. (Char/Janet)

## Review of Foundation Report

The Foundation Report was reviewed.

## Old Business

- **FY25 Budget:** A motion that option1 of FY25 as presented was approved with the caveat that option 2 or 3 be used according to city or state funding results. (Sandy/Janet)
- **The DEI Statement:** After discussion it was decided to revisit it in January 2024
- **Library Clerk:** Liz gave the board an introduction to Erika Billerbeck. She started November 15th.

## New Business

- **CD to Mature 1/2/24** This was discussed during the Finance Report
- **Virtual Meeting Room Policy** Was approved with no changes.
- **Citizen Speak Policy** Was reviewed with no changes.
- **Johnson County Legislators Reception at North Liberty Library.** A reminder was made that this reception was happening on November 30th and there was still time to RSVP
- **Board of Trustees Continuing Education:** Items were listed for Board Consideration

## Next Month's Agenda

- DEI Statement
- FY25 Budget update

## Adjournment

The meeting was adjourned at 7:55 p.m. (Sandy/Janet)

## Next Meeting

Regular Meeting: Monday, January 29, 2024 at 6:30 p.m.

## Submitted by

Char Cosgrove