

The Solon Public Library Board

Meeting Minutes

January 31, 2022

Call to Order

The regular meeting of the Solon Public Library Board was called to order by *Sutton* at 7:00 p.m.

Present

Bill Christensen, Chris Christophersen, Laurie Neuerburg, Jennifer Fetzer, Jackie Nemecek, March Sutton, Liz King (Library Director), John Farlinger (City Board Liason)

Absent

Sandy Lawrence

Approval of Agenda

The agenda was unanimously approved as distributed.

Approval of Minutes

The minutes of the previous meeting were unanimously approved as distributed.

Citizen's Speak and Correspondence

Citizen's Speak: Postcard received from Toys for Tots

Committee Reports

- **Building:** The Library had maintenance completed on one of the original furnaces. Cost to pay for maintenance came out of the building maintenance expenditures.
- **Finance:** Jen noted CD renewal will come due on March 3rd, 2022 for CD currently at Green State Bank for \$107,331.88. During the February 2022 meeting the Board will review and make a decision on the CD.
- **Johnson County Liaison:** None
- **City of Solon Liaison:** None
- **Hiring Committee:** Jackie and Chris created a rough draft for the Solon Library Director position. Discussion on the format to keep the rating system established, add in a professional development section, create it in a format that is easily usable format. Finalization of the document will be on the February 2022 agenda.

Library Director's Report

The Library Director's Report reviewed the following: Liz presented at the Johnson County Legislators Virtual Reception. Reception theme was Moving Forward: Increasing Access. The library participated in the Community Christmas tree walk and hosted the Women's Club annual Holiday and Wreath Contest and Auction. The contest earned \$1200.00 that will go towards updating patron computers. Meeting held with the Solon Economist. The newspaper is considering the option of moving to digital or combining with another newspaper. Library in service in January was with Iowa Libraries Online and Cassie also provided training on book

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repair. Over 1700 Covid PCR tests have been distributed with the library's collaboration with Test Iowa. Winter Library Challenge had over 90 participants.

Approval of Bills

The December 2021 and January 2022 bills were unanimously approved for payment as presented.

Review of Foundation Report

The Foundation Report was distributed and reviewed.

Old Business

· Budget for FY 2023

Liz met with the City to discuss the request for the full time technology position. At this time the City was not ready to make a decision on approval of the request and will need more facts and data on the position and requirements. The rest of the budget was reviewed and finalization on 2023 budget will complete in the next couple of weeks.

Covid Summary

The library purchased higher grade masks for the personnel per CDC guidelines. The Covid Summary has been tabled until February 2022.

New Business

· Staff Retirement/Teen Services Librarian

Deena Foss is the current Teen Services Librarian and she will be retiring after 13 years of service. As of January 20th the position has been posted and will remain open until filled. An idea was given for the use of an intern to support the position's work until a full time employee can be hired.

Earth Day Program - April 2022

Discussion was a brainstorming request for ideas for the April 2022 Earth Day.

Ideas presented:

- Work with high school students to support an outdoor activity with the Library.
- Presentation on the solar panels at the library and their impact.
- Compare roof top solar panels to field solar panels
- All Community Reads idea related to the environment

Solon Beef Days - July 2022

A brief discussion on Solon Beef Days. Would the Library like to have a stronger presence this year? Some ideas were participate in an event at the Kids Corner, have a display with the current dinosaurs at Beef Days, and/or the Library participating in the Solon Parade.

Next Month's Agenda

- **CD Renewal**
- **Library Director Evaluation**

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- **Covid Summary Recap**
- **Board of Library (President/Vice-President/Secretary) Elections**
- **Budget Recap**

Adjournment

The meeting was adjourned at 8:26 p.m.

Next Meeting

Regular Meeting: Monday, February 28, 2021

Submitted by

Jen Fetzer