

SHEFFIELD PUBLIC LIBRARY BOARD MEETING

Regular Session Minutes

123 S 3rd Street
Sheffield, IA 50475

Date: Wednesday, July 10, 2024

Time: 5:30PM

Roll Call

Members present were Bonnie Theis, Onni Prestidge, Trevor Nelson, Alice Griemann, Gail Sheriff, Keli Lage

Others attending were Morgan Symens

Approval of Agenda

Alice motioned to approve the Agenda. Keli seconded. Unanimous approval. Motion passed.

Public Comment: *The Library Board President and Library Board welcome comments from the public on any subject pertaining to Library business. You are asked to state your name and address for the record and to limit your remarks in order that others may be given the opportunity to speak. No action will be taken on items discussed. However, if warranted, the item may appear on a future agenda.*

None

Consent Agenda

- Approval of Minutes from June 12, 2024
- Approval of Financial Report
- Approval of Bills

Gail motioned to approve the consent agenda. Alice seconded. Unanimous approval. Motion passed.

Librarians Report

Summer reading program is ending in July. Vox books have arrived. Attendance is up. Morgan has created a library survey to be used at People in the Park. Morgan reported that the library has received several donations from Sukup's, United Bank and Trust and others. Morgan reported that her and the Library Staff are currently cleaning and organizing the library. Morgan is planning a book sale to be held in the library meeting room. Cake Wars is planned for July 20th. The Board gave Morgan approval to sell furniture the library does not need. The library has a hatching station where chicks will be hatching in the library.

Old Business

1. Franklin County Library Board meeting documents.
Minutes from the May 7, 2024 meeting have been distributed. The next meeting will be October 8, 2024.
2. Update on windows.
Screw holes were discovered on some of the windows, that were not caulked. They have been caulked. Follow up on leaking will determine if we still need to pursue new windows.
3. Discuss planning for People in the Park 2024.
Morgan is organizing activities. Board Members will assist the foundation with the Omelet Breakfast.

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4. Discuss and approve library t-shirts for library board trustees and staff to wear at People in the Park. We decided on navy blue shirts. Those working the omelet breakfast will need to wear the shirts provided by the Foundation, while working at the breakfast. Each board member will purchase their own shirt. Morgan will design the shirts.
Keli motioned for the board to wear shirts advertising the library at the People in the Park. Alice seconded. Unanimous approval. Motion passed.
5. Discuss and approve updates to the Sheffield Public Library Internet Policy.
Onni motioned to approve the updates to the Internet Policy. Keli seconded. Unanimous approval. Motion passed.
6. Board assessments to complete: Self-Assessment, Board Assessment and Tech Savvy.
Completed Assessments were turned in to Morgan.

New Business

None

Agenda Items for next meeting

Discuss planning for People in the Park
Follow up on board recruitment

Adjourn

Alice motioned for the meeting to adjourn at 6:25PM. Onni seconded. Unanimous approval. Motion passed.