

Missouri Valley Public Library Board of Trustees
Missouri Valley, Iowa
July 9, 2024 Meeting Minutes

1. Meeting starts at 5:00 p.m. in the MVPL Board Room.
Attendance: Jan Chvala, Phyllis Henrich, Keith Penner, Ashley West, Director Bruce Kocher.
2. Agenda Approval: Ashley moved to approve the agenda and Jan seconded the motion.
3. Minutes Approval: June 11, 2024.
4. Dawn Meadows, Youth Services Director, presented the activities and statistics compiled from the Library's Summer Reading Program.
5. Public Communications/Correspondence.
 - a. Kevin Taylor and Marily Keiser from City Council expressed the concern that the City Clerk feels she and the Library Board have a negative relationship. Kevin said the City Clerk said she has been omitted from email correspondence between the Library and City Hall. Bruce explained that the purpose of any emails to the City are for specific purposes, such as invoices to the Records Clerk and payroll questions to the Deputy Clerk. Any emails meant for the City Clerk to receive are done so and the Library Board has been CCd on those as well.
The Board asked Kevin and Marilyn if the Clerk wanted to be included in all emails. Kevin and Marilyn assured the Board that it wasn't necessary.
 - b. Kevin wanted to know why the City Clerk has not been kept updated on Board meeting minutes. The Library Board and Bruce will update that business.
 - c. The City Clerk requested that Kevin and Marilyn ask for the End of the Year Report the Library is to file with the City. Bruce said he has done that in his presentation in the past but since he no longer attends Council meetings, he hasn't done so.
 - d. Bruce will submit the report when the City Clerk has sent him the Financial Report for June 2024 and FY2024, since part of the Report requires the final figure spent on Building Maintenance.
6. Old Business.
 - a. Ashley reported that the City Clerk was advised by the City Attorney to refuse to sign the agreement between the Library and Missouri Valley Public Schools that allowed the school to use a librarian as a reference person. Ashley told the Council she would ask the attorney about the document and amend what needed.
Ashley said she contacted the City Attorney who denied any knowledge of advising the Clerk on this matter and did not know of the proposed agreement. Therefore, Ashley contacted the School's attorney; she will make the changes so that the Council can approve it.
 - b. Phyllis asked Bruce to include the discussion of library keys and a report on the webinar Connections: City Hall and the Library Board.
7. Budget Review.

- a. Bruce noted the expenses for June.
8. Librarian's Report.
 - a. Library Statistics.
 - i. Bruce showed that even though the circulation of printed material has dropped, all other statistics have increased including checkouts of digital from the two digital libraries, door count, and new patrons.
 - b. Program Reports.
 - i. The Board commended Dawn for her efforts to improve the Children's Area and Summer Reading Program.
 - ii. Bruce showed that the number of programs and attendance has increased in FY24.
9. New Business
 - a. Bruce recommended the Library pay Hoopla \$1,000 to continue the subscription. The Board approved.
10. Adjournment.
 - a. The next Library Board of Trustees Meeting is August 13, 2024.