

**WEST UNION COMMUNITY LIBRARY
BOARD OF TRUSTEE MEETING MINUTES**

September 11, 2024

Location: Eden Community Room

Time: 5:00 p.m.

Agenda

- I. Call to order:** the meeting was called to order at 4:59pm
- II. Roll Call**
Present: Steve Fate, Anne Britt, Tim Fisher, Mike Lauer, Sue Updegraff & Sherri Imoehl
Absent: Lois McElvania
- III. Introduction of Guests and Public Input:** Amie Johansen, City Administrator; Randy Tope, City Council Member
- IV. Approval of the Agenda**
Moved: Updegraff Seconded: Imoehl Motion passed.
- V. Approval of the Minutes**
Moved: Lauer Seconded: Fisher Motion passed.
- VI. Bills**
Bills through 8/31/24 were presented to the Board.
Moved: Britt Seconded: Updegraff Motion passed.
- VII. Committee Reports/Director Report**
- A. Director's report:
 - B. Personnel Issues
 - C. Building Committee report: 6 Quilts of Valor are displayed in basement; additional displays are ready
 - D. Policy Committee report
 - E. Financial Advisory Committee Report
- VIII. Unfinished Business**
- A. Building updates, future plans
 - 1. clean water-stained brick
 - 2. replacing metal caps/copings
 - 3. replacing gutters & downspoutsEstimates will be gathered in the future
 - B. Revisit the basement arrangement: current arrangement is acceptable. The library board will revisit annually at the September meeting.
 - C. Meeting Room Policy: the updated Meeting Room Policy was sent via email. The motion was made by Britt, seconded by Lauer and all board members voted in favor of the updated policy. The updated policy will go into effect today (September 11, 2024).
- IX. New Business**
- A. Aaron Grimes/Superior Building Centers invoices for building project
Motion: to approve using the line-item Basement Rent Money in the amount of \$20,000 on payment of the building project fund

Motion: Lauer 2nd: Britt Motion passed

- B. Contracting Cities and Code of Iowa
Motion: to initiate conversations with St. Lucas regarding a 28E agreement for library services

Motion: Lauer 2nd: Updegraff Motion passed

- C. Drinking Water System replacement: current reverse osmosis system is shot and not able to be repaired

Motion: to replace the drinking water system for the upstairs kitchen at a cost of \$350

Motion: Updegraff 2nd: Imoehl Motion passed

X. Other Business

- A. Comments & Questions
B. Next meeting, Wednesday, October 9, 5:00PM

XI. Adjourn. The meeting adjourned at 6:01PM.