

# ***Fort Dodge Public Library Board of Trustees***

## ***Meeting Minutes***

May 28, 2024

### **I. Call to order/Determination of Quorum**

President Kelly Hindman called to order the regular meeting of the Fort Dodge Public Library Board of Trustees at 3:31 p.m. on May 28, 2024 at the Fort Dodge Public Library.

The following persons were present: Rita Schmidt (Director), Alexis Powers (staff), Kelly Hindman, James Kramer, Deb Kelleher, Sheryl Griffith, Merrily Dixon, and Joseph West (Fort Dodge resident).

### **II. Agenda Approval**

A motion to approve the agenda was made by Kelleher and seconded by Kramer. Motion carried.

### **III. Approval of Minutes**

A motion to approve the April meeting minutes was made by Griffith and seconded by Dixon. Motion carried.

### **IV. Comments/Questions from the Public**

#### **V. Bills & Financial Reports**

- A. Dixon moved payments in the amount of \$2,789.98 to be approved in the Gift and Memorial Accounts. Kelleher seconded. Motion carried.
- B. Kramer moved payments in the amount of \$5,416.67 to be approved in the City Funds Accounts. Dixon seconded. Motion carried.

#### **VI. Communications/Board Education**

#### **VII. Committee Reports**

- A. Fort Dodge Public Library Foundation – Markets are doing well.
- B. Friends of the Library – The book store is doing well. Future Brown Bag Briefings are being scheduled.

#### **VIII. Directors Report**

##### **Budget**

- The City Council approved the FY25 budget on April 22, 2024. The library will receive \$150,545.00 from Webster County to serve rural residents. The Board will need to approve the FY25 library budget.

##### **Programming**

- The Summer Reading webpage has gone live.

##### **Building**

- Wes at Casting Creations of Minnesota Inc. should be finished with the staff and owl by early July.
- Schmidt has started pricing drinking fountain replacements as the library's have reached their end of life.

- A second AED has been purchased and will be mounted in the fireplace area.

Patrons

- Schmidt and Earp both received subpoenas in separate cases. One has settled out of court but Earp may still need to attend on June 3<sup>rd</sup> for the speaker staff stolen from the art piece in front of the library.

**IX. Old Business**

**X. New Business**

- A. Approval of FY25 Budget – Kelleher moved the approval of the FY25 Budget in the amount of \$912,553.00. Dixon seconded. Motion carried.
- B. Request for Access by a Registered Sex Offender – President Kelly Hindman had a discussion with the individual to ascertain the amenities needed for use and to see if the individual would like to provide any further details pertaining to the charges or registry requirements. Hindman also reached out to the Sheriff’s Office to receive further public information on the individual. The individual in question has received permission from the Fort Dodge Community School District to attend functions unsupervised for the individual’s child. With this information, Hindman made a motion to approve the individual’s use of the library with no stipulations on areas of access or supervision required. Hindman, Griffith, Kelleher, and Dixon voted in favor. Kramer voted against, noting concern for the individual’s low level of need for access to the library.
- C. Board Bylaws Revision – Changes made pertain to information added about member qualifications, appointment to the board, and terms of service. Refined/reworded the powers and duties section in addition to other minor wording changes. Dixon moved a motion to approve the revised policy. Kelleher seconded. Motion carried
- D. Conduct in the Library Policy Revision (renamed Behavior Expectation) – The name has been changed as well as other minor wording changes. Griffith moved a motion to approve the revised policy. Dixon seconded. Motion carried.
- E. Public Participation Policy Revision – Minor wording changes. Dixon moved a motion to approve the revised policy. Kelleher seconded. Motion carried.
- F. Video Security Cameras Policy Revision – Minor wording changes. Griffith moved a motion to approve the revised policy. Kramer seconded. Motion carried.

**XI. Adjournment**

Dixon moved a motion to adjourn. Seconded by Griffith. The motion carried. The meeting was adjourned at 4:30 p.m.