



**Board Minutes
October 20, 2020
Zoom Meeting**

This meeting was held via Zoom, only open to the public electronically due to the State Public Health Emergency Declaration regarding Covid-19 and will be conducted pursuant to Iowa Code 21.8 and the Proclamation of Governor Kim Reynolds dated March 19, 2020.

Present by Phone/Zoom: Joyce, Bechen, Burk, Kleeman, Lenger, Muir, O'Neill, Smith
Absent: none
Guest: none

Approval of Agenda: Motion to approve by Muir, seconded by Bechen. Roll Call: Ayes: Bechen, Kleeman, Lenger, Muir, O'Neill, Smith, Burk, Joyce. All Aye. Motion carried.

Introduction of new trustee Nellie Burk, representing Peosta.

Correspondence: none

Public Comment: none

Minutes: Approval of September 15, 2020 minutes. Motion to approve by Bechen, seconded by Muir. Roll Call: Ayes: Bechen, Kleeman, Lenger, Muir, O'Neill, Smith, Burk, Joyce. All Aye. Motion carried.

Financial Reports:

Accounts Payable Expenses for the month are, for the most part, regular expenses. Iowa Library Association held its annual conference and most staff were able to attend virtually. Due to online format, registration costs were lower per person than in years past. NICC invoiced the library for 2019 and 2020 security services for when DCLD is open but NICC is closed. The library computer circulation system is up for renewal. Motion to approve by O'Neill, seconded by Lenger. Roll Call: Ayes: Bechen, Kleeman, Lenger, Muir, O'Neill, Smith, Burk, Joyce. All Aye. Motion carried.

Account Balance Received funds from Dubuque County and Direct State Aid. Grant funding was received from the Friends of the Library. Professional Services and Grant Funded Expenses show as negative because they are not funded lines. Motion to approve by Bechen, seconded by Kleeman. Roll Call: Ayes: Bechen, Kleeman, Lenger, Muir, O'Neill, Smith, Burk, Joyce. All Aye. Motion carried.

Director's Report: Lenger inquired after the circulation statistics which were mentioned, but not included in the packet. Wright will distribute after the meeting.

Unfinished Business:

Farley- We are waiting to set a next meeting with the Farley City Council subcommittee. The city seems intent on retaining a library in Farley, and is working to find a suitable location.

Contract with Teamsters Local 120 (tabled from September 15, 2020 meeting)- Contract with all negotiated changes has been received. Request from the board regarding language changes, sick leave to be available as earned, carry over vacation were included. Motion to approve by O'Neill, seconded by Muir. Roll Call: Ayes: Bechen, Kleeman, Lenger, Muir, O'Neill, Smith, Burk, Joyce. All Aye. Motion carried.

New Business:

Mask Policy- Without a mask policy in place at the state or county level, it would be beneficial to have a policy to back up our current procedures. Bechen noted that the Board of Health has reported cases in the communities where the branches of the library are located. This policy will be reviewed by the Dubuque County Attorney. Motion to approve by Lenger, seconded by Muir. Roll Call: Ayes: Bechen, Kleeman, Lenger, Muir, O'Neill, Smith, Burk, Joyce. All Aye. Motion carried.

Strategic Planning Process- Tentative dates for a first meeting with Library Strategies have been received. Trustees are asked to recommend community members to serve in various industry areas such as education, business, philanthropy.

Status Update for Peosta Trustee Chris Doll- Doll has moved from Peosta and is no longer serving as a trustee, but is willing to fill the position vacated by Braig. Doll was serving on the systems selection committee and is willing to continue to serve on the committee as a volunteer. The consensus of the board is to allow him to continue as a volunteer.

Annual Director Evaluation- (closed session requested per Iowa Code 21.5(1)(i): Motion to go into closed session by Bechen, second by O'Neill. Motion to return to open session by Kleeman, second by Lenger. Roll Call: Ayes: Bechen, Kleeman, Lenger, Muir, O'Neill, Smith, Burk, Joyce. All Aye. Motion

carried. Motion to accept Wright's evaluation and approve a 3% salary increase effective October 1 by Bechen, second by Kleeman. Roll Call: Ayes: Bechen, Kleeman, Lenger, Muir, O'Neill, Smith, Burk, Joyce. All Aye. Motion carried.

Adjournment: Motion to approve by Muir, seconded by Kleeman. Roll Call: Ayes: Bechen, Kleeman, Lenger, Muir, O'Neill, Smith, Burk, Joyce. All Aye. Motion carried.

Next Meeting – Tuesday, November 17, 2020, 5:30 PM