

## **IOLA VILLAGE LIBRARY BOARD OF TRUSTEES MEETING**

December 2022/January 2023 Board Meeting

Wednesday

January 25th, 2023

4:15 PM

Iola Village Library

President Lila shower called the meeting to order at 4:15 PM.

### **ROLL CALL**

Present: Lila Shower, Jim Rasmussen, Jill Willems, Cari Honken and Library Director Robyn Grove. Absent: Randy Kalal.

### **MINUTES**

The minutes of the November meeting were read. Jill Willems made a motion to approve the November minutes; seconded by Cari Honken.

December Bills

**APPROVAL OF BILLS** Regular Bills: Library Bills for December totaled \$5,020.57. Jim Rasmussen made a motion to approve the December Bills; seconded by Cari Honken.

**DONATION ACCOUNT** Total inflows for December totaled \$2,444.47; total outflow was \$48.55. Jill Willems made a motion to approve the donation account; seconded by Jim Rasmussen.

**LIBRARY EXPANSION ACCOUNT** Total inflows for December were \$220.84 Total outflow was \$0. Cari Honken moved to approve the library expansion account; seconded by Jill Rasmussen .

**MONEY MARKET ACCOUNT** Total inflows for December were \$25.82. Total outflow was \$0. Jim Rasmussen made a motion for approve the money market account; seconded by Cari Honken.

**EXPANSION LOAN** – \$119,432.51

January Bills

**APPROVAL OF BILLS** Regular Bills: Library Bills for January totaled \$1,440.26. Jim Rasmussen made a motion to approve the January Bills; seconded by Jill Willems.

**DONATION ACCOUNT** Total inflows for January totaled \$0. Total outflow was \$60.00. Cari Honken made a motion to approve the donation account; seconded by Jim Rasmussen.

**LIBRARY EXPANSION ACCOUNT** Total inflows for January were \$50,099.00. Total outflows were \$0. Jim Rasmussen moved to approve the library expansion account; seconded by Cari Honken.

**MONEY MARKET ACCOUNT** – \$119,432.051 - \$123,883.07

## **DIRECTOR’S REPORT**

### **Circulation**

#### **November**

Items checked out – 1,707  
Renewals – 407  
Total Circulation – 2,114  
Items Checked in – 3,507  
ILL – Lender – 1,100; Borrower –978  
Net – 122  
WISCAT – Requested- 18; Sent -9  
Programs  
Adult –2 - attendance –21  
Babygarten – 0  
Children’s – 3 – Children –29 Adult – 15  
Family Night – 0 Children – 0 - Adult – 0  
Passive/Drop in – 1  
Children –9, Adult-6

Teen –4, Teen – 14 - 0  
Total Programs -12; Total attendance – 111  
Curbside - 4  
Patrons Registered – 5  
MY PC – Total Minutes – 12,467  
My PC Total Sessions - 174  
Wireless Unique Devices - 229  
Average Devices connected per day - 21  
Overdrive/EBooks –148  
Audio Book Uses – 157  
Magazines –31  
Video Uses -0  
Hoopla –117  
Monthly Patron Count –1,508

#### **December**

Items checked out – 1,791  
Renewals – 499  
Total Circulation – 2,290  
Items Checked in – 3,205  
ILL – Lender – 1,065 Borrower –894  
Net – 171  
WISCAT – Requested- 2; Sent -6  
Programs  
Adult –4 - attendance –10  
Babygarten – 0  
Children’s –1 – Children –5 Adult – 3  
Family Night – 0 Children – 0 - Adult – 0  
Passive/Drop in – 1

Children – 15, Adult - 7  
Teen –3, Teen – 4  
Total Programs -9; Total attendance – 44  
Curbside - 2  
Patrons Registered – 9  
MY PC – Total Minutes – 11,786  
My PC Total Sessions - 130  
Wireless Unique Devices - 228  
Average Devices connected per day - 20  
Overdrive/EBooks –115  
Audio Book Uses – 159  
Magazines –0  
Video Uses -0  
Hoopla –89  
Monthly Patron Count –1,418

### **OLD BUSINESS**

Parking Lot – Tabled until spring

## **NEW BUSINESS**

Employee Wages – Shannon Dane has officially resigned the children’s Librarian position which paid \$16.00 per hour in 2022 and would have increased to \$17.00 per hour in 2023. At this time, Shannon is still working Saturday mornings.

Amber has been working full time and is making \$15.00 per hour. Would we be able to increase her wages to \$17.00? Cari Honken made a motion to approve Amber’s wage increase; seconded by Jill Willems.

After much consideration, the children’s librarian position has be posted as 2 part time positions, which would give us extra help when needed. At this time Robyn is doing story hour on Wednesday mornings and Amber is doing the teen program on Mondays.

Last year’s part time wages were \$14.12 per hour. Do we want to stay with this wage or increase it to \$14.50 - \$15.00? Jill Willems approved the wage increase at \$14.50 for the part time positons, one being 10 – 20 hours per week and the other being 20 hours per week; seconded by Cari Honken.

### **Loan Payment**

The expansion loan payment is due in March, do we want to pay it in February or March and does the board give Robyn permission to transfer the funds from the Expansion account to the loan account? Do we pay the amount due or do we increase the payment to help pay on the principle? Jill Willems made a motion to make a payment of \$75,000 and to transfer the funds in February; seconded by Cari Honken. Cari Honken made a motion to give Robyn permission to transfer said funds to the expansion loan; seconded by Jill Willems.

## **CORRESPONDENCE AND COMMUNICATION**

### **PUBLIC PRESENTATION TO OR DISCUSSION WITH THE BOARD**

Cari Honken made a motion to adjourn the meeting; seconded by Jill Willems.

President Lila Shower adjourned the meeting at 4:50 PM.

Minutes taken by Jill Willems

February Board Meeting – February 22nd, 2023 – Annual Report Approval