

**NEWTON PUBLIC LIBRARY
BOARD MEETING
February 27, 2020**

Call to Order: By Tom Hollander at 4:04 p.m.

Present: Cindy Smith, Tom Hollander, Terry Townsend, Jo Kono, Juana McConnell, Nicole Lindstrom, Phyllis Peter, Mark Hallam from the City Council and Chris Braunschweig from the Newton Daily News. Representatives from Studio Melee were also in attendance.

Agenda Approval: Kono moved to approve the February 27 agenda. McConnell seconded. Motion approved.

Recognition of Library Ambassadors: Certificates were presented to Nico McBride, Karrigan Moore, and Mia VanZante. These children spoke at the city council meeting on behalf of the library.

Studio Melee Presentation/Discussion: Reviewed the Facility Assessment report and concept plans for additional meeting space and possible book drop. The board gave input on the concept plans and Studio Melee will go back and adjust the concepts and add additional detail.

Minutes Approval: Smith moved to approve the February 6, 2020 meeting minutes. McConnell seconded. Motion approved.

Public Comments/Concerns: None.

Approval of Library Bills: McConnell moved to approve the February 2020 bills in the amount of \$17,268.02. Kono seconded. Motion approved.

Library Financial Report: On track, spending as normal.

Long-Range Plan: We're behind on our strategic plan. Lindstrom will give an update next meeting.

Library Director's Report: Review of report. All benches have been installed. We aren't donating money to Neighbors Helping Neighbors, but have a donation jar available.

Newton Public Library Foundation Report: No update.

Old Business:

- a) **Budget Fiscal Year 2021:** Hollander and Nicole met with Mayor Hansen and Matt Muckler. The discussion was around the library salary compensation. The board reviewed the actual cuts to get to the required amount City Council requested from the General Fund.

New Business:

- a) **BRIDGES Agreement:** Kono moved to approve the agreement. Townsend seconded. Motion approved.
- b) **Notary Policy Changes:** Smith moved to make notary services by appointment only Monday-Friday and make the policy for individual citizens, not for business or commercial entities. Townsend seconded. Motion approved.

Agenda Items for Next Meeting:

- a) Library Policy Changes & Updates
- b) Holiday hours

Next Meeting: Thursday, March 26, 2020

Adjournment: Smith moved to adjourn. Kono seconded. Motion approved and the meeting was adjourned at 6:03 p.m.