

**NEWTON PUBLIC LIBRARY  
BOARD MEETING  
April 25, 2019**

**Call to Order:** By Terry Townsend at 4:06 p.m.

**Present:** Cindy Smith, Juana McConnell, Tom Hollander, Terry Townsend and Nicole Lindstrom

**Agenda Approval:** Hollander moved to approve the April 25 agenda. McConnell seconded. Motion approved.

**Minutes Approval:** Hollander moved to approve the March 14, 2019 meeting minutes. McConnell seconded. Motion approved.

**Public Comments/Concerns:** None.

**Approval of Library Bills:** McConnell moved to approve the March 2019 bills in the amount of \$64,961.58. Hollander seconded. Motion approved.

**Library Financial Report:** Smith moved to approve the amended items (actual expenses) of the financials. Hollander seconded. Motion approved.

**Library Director's Report:** Reviewed items in report. Had a fire in the mulch due to a patron dumping his pipe. We were able to extinguish the fire. The library donated 343 cans of food to the Salvation Army. All of the summer reading programs are on the website. New phone system is being installed.

**Newton Public Library Foundation Report:** Funding half the amount to Warnick & Reeves for the HVAC system. Also funding some new furniture.

**Review Long Range Plan:** Up to date on items. Lindstrom is marking them complete as they occur and is creating a progress sheet. On track on the long range plan.

**Old Business:**

- a) **Library Furniture:** Lindstrom is placing the orange furniture in the corners of the library. The other furniture is blue and green. Reviewed options for chair replacement for computer stations, conference rooms, staff desk chairs, and study rooms. Lindstrom will see if she can get a sample of chairs for staff. For conference rooms there will be a combination of chairs with and without arms.

**New Business:**

- a) **Lambs Grove 28E Contract Approval:** Same as last year, which is \$20 per capita for a total of \$3,440.00. Hollander moved to approve. Townsend seconded. Motion approved.
- b) **At-Large Board Member Seat:** No one has applied yet. The board will search for additional candidates.
- c) **Insulation Repair Quote Approval:** Replacing all the insulation around the furnace in the amount of \$1,239.00. Hollander moved to approved. McConnell seconded. Motion approved.
- d) **Open Access Agreement & Discussion:** We will let other people from other cities check out material and submit the amount to Enrich Iowa. Smith moved to approve. Hollander seconded. Motion approved.

- e) **Use of Library Materials Policy Change:** Allow to checkout CDs as three weeks instead of two weeks. And increase the limit of audio books to four rather than three. Smith approved. Hollander seconded. Motion approved.
- f) **Presenting Library Card for Check-out Policy:** We will leave the policy as is – but it means they must present the physical card or the wallet app.

**Agenda Items for Next Meeting:**

**Upcoming Meetings:**

- a) Next board meeting is May 23, 2019 @ 4 PM @ library board room.

**Adjournment:** Hollander moved to adjourn. McConnell seconded. Motion approved and the meeting was adjourned at 4:54 p.m.