

## Chariton Free Public Library

February 10, 2022

The Chariton Free Public Library Board held its regular monthly meeting in the multipurpose room of the library on February 10, 2022 pursuant to notice given under the Iowa Open Meetings law. The meeting was called to order at 5:35 p.m.

Trustees Fenton, Mefferd, Meyer, Miller, Seufferer (virtual), Sharp (virtual), and Watkins-Schoenig (virtual) were present. Librarian Murphy and City Manager Liegois were also present. City Councilman Jared McGee was also present (virtual).

There was no **public forum**.

Meyer made a motion, seconded by Miller to approve the **consent agenda** with removal of item C. Motion passed.

In regards to item C, the financial statement, Trustee Meyer pointed out that any CD should not be allowed to automatically renew without the consent of the board. In the past the library has accrued some early-withdrawal finance charges when CDs were withdrawn prematurely. If approval is not possible at the renewal date the CD should be placed into the checking account until renewal or removal can be approved by the board. The board agreed with the proposal.

The **January Claims** were reviewed. After discussion, the January 2022 claims were unanimously approved on a motion from Meyer, seconded by Mefferd.

### **Old Business**

The Library Director evaluation was requested to be reviewed in closed session by Librarian Murphy. The review will take place at the end of the meeting.

### **New Business**

The Policy Committee reviewed and made recommendations for changes to the Programming Policy. A draft was enclosed in the packet. Mefferd made a motion to accept the Programming Policy as revised. Sharp seconded. Adopted.

The Policy Committee also reviewed The Internet Use Policy. Several changes were suggested in the draft that was included in the packet. Sharp explained several of the suggested changes. Mefferd made a motion to accept the Internet Use Policy as revised. Watkins-Schoenig seconded. Adopted.

### **Committee Reports:**

Construction Committee: See attached minutes. Watkins-Schoenig reported that the Construction Committee had met February 7. The committee questioned why the problem with the front steps wasn't addressed until the last inspection. The RFP for the steps will be due February 22.

Building and Grounds: The Building and Grounds Committee met February 8. Minutes are attached.

Executive Committee: The Executive Committee met during the month to prepare the agenda for the February meeting.

Policy Committee: The Policy Committee met during the month and revised both Chariton Public Library Internet Use Policy and the Chariton Public Library Programming Policy.

Fundraising Committee: The Fundraising Committee will meet before the next board meeting.

The January **director's report** was included in the packet. Trustee Sharp asked if all legalities were considered when advertising the Children's Program Director's position. Murphy stated that all legalities were met.

At 6:17 Trustee Meyer made a motion that a closed session as specified in Chapter 21.5 Section(1)(i) of the Iowa Code, "To evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session" be opened with Liegois in attendance. Sharp seconded. A voice vote was taken. Fenton, Mefferd, Meyer, Miller, Seufferer, Sharp and Watkins-Schoenig all voted yes.

The closed session was held.

At 6:49 Meyer made a motion that the closed session end. Mefferd seconded. A voice vote was taken. Fenton, Mefferd, Meyer, Miller, Seufferer, Sharp, and Watkins-Schoenig all voted yes.

Agenda items for the March 10 meeting were reviewed.

The meeting was adjourned at 6:51 by a motion from Meyer, seconded by Seufferer. Adjourned.

Submitted by Linda Miller, Secretary pro tem