

**WEST UNION COMMUNITY LIBRARY
BOARD OF TRUSTEE MEETING MINUTES**

October 12, 2022

Location: Eden Community Room

Time: 5:00 p.m.

Agenda

I. Call to order

II. Roll Call

Present: Steve Fate, Sue Updegraff, Mike Lauer Anne Britt, Tim Fisher, Sherri Imoehl & Lois McElvania

III. Introduction of Guests and Public Input: Amie Johansen, City Administrator joined at 4:58

IV. Approval of the Agenda

Moved: Lauer Seconded: Updegraff Motion passed.

V. Approval of the Minutes

Moved: Updegraff Seconded: McElvania Motion passed.

VII. Bills

Bills through 9/30/22 were presented to the Board.

Moved: Lauer Seconded: Britt Motion passed.

VIII. Committee Reports/Director Report

- A. Director's report
- B. Personnel Issues: none
- C. Building Committee report: Artwork by Doris Howard is displayed through January
- D. Policy Committee report
- E. Financial Advisory Committee Report

IX. Unfinished Business

- A. Updates – furnace installation is near completion

X. New Business

- A. **Review of Constitution & Bylaws**
The Constitution & Bylaws were reviewed and approved of by board members. No changes to the policy were made.
- B. **Review of Unattended Child Policy**
The Unattended Child Policy was reviewed and approved of by board members. No changes to the policy were made.
- C. **Library Staff Security, recommendations from the State Library of IA**
Recommendations were reviewed by the board. Discussion will continue at future meetings with the possibility of writing policy to address concerns.

XI. Other Business

- A. Comments and Questions
- B. Next meeting, Wednesday, November 9, 2022 @ 5:00 p.m.

XII. Adjourn. The meeting adjourned at 5:46 p.m.