



Newton Public Library Board Meeting Minutes

Thursday, July 28th, 4 p.m.
Library Meeting Room

4:04pm President Rita Baker called the meeting to order.

Board members present: Rita Baker, Noreen Otto, Darcy Soule

Also present: Library Director Nicole Terry

Agenda Approval: Moved by Baker, seconded by Soule. Agenda was approved.

Minutes Approval: Moved by Otto, seconded by Baker. Minutes from June 23, 2022 were approved.

Public Comment/Concerns: None.

Roles on the Board were discussed. Board members agreed to take on temporary roles until additional two positions were filled: Soule as President, Baker as VP/Treasurer, Otto as Secretary.

Building Project: Roofing project timeline update with a goal of having finances in place February 2023 and a start date of July/Aug. 2023.

Studio Melee Sign Discussion- Board members considered two different sign designs, with several versions of each design. Members agreed on a design and Studio Melee will proceed with more detailed rendering of the two versions for Aug. meeting. After discussion, it was agreed to proceed with a public bid for this project in September 2022 and contracted by mid-October 2022.

Approval of Bills: July bill payment in the amount of \$24,286.12 was moved by Baker.

Seconded by Otto. The bills were approved for payment.

Library Financial Report- currently at 99.4% of the budget.

Long-Range Plan- Director Evaluation later in agenda.

Old Business

- Open Library Board/Trustee positions- Board moved to wait one additional month for additional application to be received. Soules agreed to contact two applicants to update them on timeline.
- County Survey- Director shared summary of 156 survey responses.
- Credit/Debit Tie-in with City- hardware and software is ready to use. Doing additional training with staff to ensure smooth adoption in August.
- ILS Project- Process is ongoing. RFP will go out in September.

New Business

- Alcohol on Library Property- Policy is up for consideration. Board encouraged flexibility and Director will look to other library's policies.
- Library Foundation Board Appointment- Soules currently serving in this role and agreed to continue to serve.
- Library Friends Board Appointment- Baker serves in this role and agreed to
 - o Otto moved and Baker seconded a motion to approve these two roles.
- T-Shirt Designs: shared design of Sir Rustolot for roof fundraising effort. Will also sell stickers with same graphic.
- Chapters 9 & 10 of Trustee Manual
- Microfilm Digitization – Foundation funding the project, continue to digitize decades at a time. Once scanned, will be fully available online.

Closed Session: for purposes of employee review, Baker moved to go into closed session. Otto seconded. The Board was in closed session for purposes of Library Director annual evaluation.

Re-Open Board Meeting: Board reconvened in open session at 5:26pm.

Agenda items for next meeting: Thursday, August 25th, Meeting Room.

Soule moved to adjourn; Otto seconded. Adjourned at 5:27pm.