

Spirit Lake Library Board Meeting

May 1, 2023

Present at the meeting: Roger Brockshus, Christa Butler, Carolyn Butterworth, Frank Christenson, Krista Elmquist, Heather Kalkhoff, Vicki Perry

The meeting was called to order at 5:15 p.m. by president Christenson. Minutes of the April 3, 2023, meeting were read by Butterworth. Brockshus moved, seconded by Butler, that the minutes be approved. Motion carried.

Elmquist presented the April financial reports. Library receipts totaled \$267.90 and Friends receipts were \$1,080.38. Motion to approve the reports was made by Perry, seconded by Kalkhoff and carried.

A request was made by Mark Coleman representing the local Narcotics Anonymous group to hold meetings for 7 to 12 people in the community room every Thursday from 7:00 to 8:00 p.m. Motion by Butler, seconded by Brockshus, to approve this request. Motion carried.

Elmquist reported on the library's agreement with Enrich Iowa which includes funding for Open Access and Interlibrary Loan. She also reviewed the activities of National Library Week and Children's Book Week during which kids received free books. She reported that the library will be closed on Memorial Day.

Unfinished business:

- The subscription for the use of the library's Hotspots was revisited. A grant covered this during the past two years. The City is recommending dropping this in the upcoming budget. It was noted that there were approximately 200 check-outs in the previous two years. A suggestion was made to keep two Hotspots available for use by the library and organizations. Motion by Perry, seconded by Butterworth to table this issue. Motion carried.
- Quotes for custodial services were received from Last Touch and Lili's Cleaning Service. Further clarification of what is covered in the quotes is needed. Motion by Butler, seconded by Kalkhoff, to table this until Cindy returns. Motion carried.

New business:

- An application for employment was received, and an interview will be conducted by Christenson and Elmquist.
- The budget for calendar year July 2023 through June 2024 was reviewed. Motion by Butler, seconded by Brockshus, to approve the budget. Motion carried.
- A quote from Premier Communications for internet and phone service was presented. The plan would include two business phones and high speed internet at a cost of approximately \$230/month. Motion by Butterworth, seconded by Perry, to subscribe to this service. Motion carried.

A first reading of the library's Tornado Policy was presented. Motion by Brockshus, seconded by Kalkhoff, to accept this reading. Motion carried.

The next regular meeting of the library board will be Monday, June 5 at 5:15 p.m.

Motion to adjourn by Butterworth, seconded by Perry. Motion carried. Meeting adjourned at 6:00 p.m.

Respectfully submitted,

Carolyn Butterworth, Secretary