

**BEAMAN COMMUNITY MEMORIAL LIBRARY**  
**Board of Trustees Meeting**  
**Wednesday, September 11, 2024**  
**5:30 PM**

The meeting was called to order at 5:37 p.m.

Attending: Tony Pieper, Megan Moeller, Sarah Kitzman, Tari Hutchens, Ilona Roelsgard

The meeting was called to order by Tony. Tari moved to approve the agenda. Sarah K. seconded. The motion carried unanimously. The minutes of the August meeting were accepted as presented. The bill list, monthly financial and circulation reports were reviewed. There was discussion about improving the actions taken on our website. There was also discussion of changing mowing to the Contractual Agreements budget category. Ilona moved to approve the Consent Agenda. Megan seconded. The motion carried unanimously.

In old business Sarah D. gave an update on the barn quilt project. Colors have been selected and we should receive a timeline for completion soon. The 5 x 5' barn quilt will cost \$450.00. There have been no recent applicants for the Librarian Assistant position. Discussion about our options ensued, including adding Addison Moeller to the schedule occasionally for Silver Cord hours or for pay. Sarah D. needs to decide what she wants schedule-wise, discuss it with Addison and report back at the next meeting. Board training was an article about After School Restraint Collapse and a discussion about how best to address it in the library. Suggestions included prominently posted rules, talking to parents, having reading time or quiet time prior to scheduled activities, making the rules the same as those in the Conrad library and, of course, consistency in enforcement.

In new business, Sarah D. stated that our new email address will be [bcmlib@heartofiowa.net](mailto:bcmlib@heartofiowa.net), but she will not be using it until December, when the next newsletter goes out. She then asked if she could attend a training on Trending Technology in Clear Lake on Thursday, Sept. 26. She will endeavor to find a substitute, but may close the library if necessary. Sarah K. Made the motion to pay her registration fee and hourly wage for the training in lieu of mileage. Ilona seconded. The motion carried unanimously. Then Sarah D. requested permission to dismantle the Story Hour Kits. None have been checked out since January of 2022 and they fill bins that can used to display kids books that do not show well on shelves. Megan made the motion to dismantle the Story Hour kits and incorporate the materials into other projects or programs. Tari seconded. The motion carried unanimously. Sarah D. then brought up a problem with the vendor of a large order that quoted her a shipping cost when the materials were ordered, then called and told her it would doubled. She was advised to call and request that they honor the original quote or shipment would be refused. Megan made the motion. Ilona seconded. The motion carried unanimously. The review of the Strategic Plan was tabled for the next meeting.

Megan moved to adjourn the meeting. Sarah K. seconded. The motion carried and the meeting adjourned at 6:40.

Respectfully submitted, Sarah Dougherty