

**NORELIUS COMMUNITY LIBRARY  
BOARD OF TRUSTEES REGULAR MEETING  
August 27, 2024**

**A Culture of Learning (Iowa Library Trustee's Handbook-CH. 2-attached)**

Among the many standards that lead to quality library service, arguably the most important ones are those that foster consistent staff and board education. As you gain experience on the board, you will continue to learn about library philosophy, service statistics, trends, policies, and much more. By supporting ongoing training needed for staff and by participating in their own trustee training, library boards can take the lead in creating a culture of learning.

There are two significant education-related **Public Library Standards** required at a minimal level:

**Standard # 20 [Tier 1]:** The library has a permanent, paid director who is certified at a required level. New directors have two years after starting as director to become Certified.

**Standard # 8 [Tier 1]:** All the members of the library board of trustees participate in a variety of board development training each year. The recommended average is five hours per year per trustee.

**MINUTES**

**Call Meeting to Order-**

**Roll Call – Present** S. Velasquez, M. Phipps, B. Bruce, S. Kennedy, Director Walley

**Absent** K. Bock, L. Peterson, J. Hough,

**I. Additions to the Agenda/Agenda Approval**

- a. BB motions MP Second All in Favor

**II. Approve Minutes of Previous Meeting- 7-23-24**

- a. MP motions SK Second All in Favor

**III. Public Forum (Limit 5 Minutes)- No one present**

**IV. Trustee Training- A Culture of Learning  
(Iowa Library Trustee's Handbook-CH. 2-attached)**

- a. Reviewed by the board and discussed for clear understanding

**V. Correspondence-None**

**VI. Approve Bills- Signature Page**

- a. Signed by present board members

**VII. Director's Report – Director Walley**

- a. Gave list of attended meetings
- b. Collaborated with City Clerk, Jodie Flaherty, to provide board members training on government financing and the library budget
- c. Gave an update on the Friends of the Library project to digitize yearbooks
- d. Reported on meeting room usage, programming stats, and upcoming events
- e. Invited the board to attend Iowa's Lost History from the Titanic event on 9/24 @5:30 pm in the main library.

**VIII. Unfinished Business:**

- A. Garden Railing Update

- a. Has been delayed due to the city having multiple projects, causing them not to install the fence

**IX. New Business:**

A. Library Budget Discussion-City Staff

- a. Jodie Flaherty, City Clerk, provided training and discussion of the library budget
- b. The library board discussed the possibility of special account and trust account investment to I.P.A.T.T; it was decided that more research would be done and added to the agenda for the next meeting

1. Monthly Reports
2. Library Accounts
3. Monthly Library Report - Circulation & Acquisitions/Collection

**Committee Reports**

- a) Book & Policy (Kennedy, Bock, Hough)
- b) Finance (Bock, Phipps, Kennedy)
- c) Technology (Phipps, Bruce, Kennedy)
  - a. The server project is completed and running well
- d) Facilities (Peterson, Bock, Hough)
  - a. Discussed door being added through the library renovation project, and Monica asked to be part of the design input
- e) Public Relations (Peterson, Bruce, Hough)
  - a. Mentioned that events are going well and bringing positive attendance

**Next Board Meeting: September 24, 2024 @ 5:15 pm Fireside Room  
Titanic program 5:30 Main Floor**

**Meeting Adjourned**

BB motions MP second All in Favor