MASON CITY PUBLIC LIBRARY DISTRICT

**BOARD OF TRUSTEES MEETING**

**12/4/2023**

President Edison called the regular meeting to order at 5:00 p.m. Present: Trustees Power, Edison, Zimmerman, Conover, R. Brooks, B. Brooks, and Director Yeoman. Absent: Smith.

**Correspondence & Visitors**: none

**Minutes:** The minutes from the 11/6/2023 regular meeting were reviewed. Conover made a motion to accept the minutes, seconded by Zimmerman, all ayes, motion carried.

**Treasurer's Report:** The treasurer's report for October was reviewed. Zimmerman made a motion to accept the treasurer’s report, seconded by Conover, voice vote of all ayes (6) of those present, no nays, one absent, motion carried.

**Library Report:**

November

1,623 patrons were served, 2,404 items were checked out 1,974 items were checked in, 41 magazines were checked out and 49 were checked in, 381 reference questions were resolved, 246 requests were placed, 218 holds were taken care of, 5 patrons were added to the database and 13 were deleted, 102 items were added to the collection and 10 were deleted, 108 PAC logins occurred, and 22 holds were placed in the PAC.

* 1. Working on the 2024 Per Capita grant
	2. State Library is changing from a DUNS number to a UEIN (Unique Entity Identification Number) to receive grants. Yeoman is working on getting the UEIN.
	3. Decorated for Christmas and the children really enjoy it
	4. Friends are selling IC ornaments to raise funds for summer reading

**New Business:**

Decennial Committee report was presented and discussion was held. All committee members were given a copy to review and come back with corrections or additions/deletions. Next meeting will be at the February board meeting to recheck and possible final approval will happen at either the February or March board meeting.

**Unfinished Business:** none

**Committee Reports:**

**Finance/Personnel** (Edison, B Brooks, Power & Zimmerman)**:** No Report

**Policy** (Edison, Power, Zimmerman & Conover)**:** No Report

**Building & Grounds** (Edison, R Brooks, Smith & Conover)**:** No Report

**Long Range Planning** (Edison, Smith, R Brooks & B Brooks)**:** No Report

**School/Library Committee** (Edison, Smith & Power)**:** No Report

B Brooks made a motion to adjourn, seconded by Zimmerman, all ayes, meeting adjourned at 5:28 p.m.

Respectfully submitted,

 Gisa Power-Secretary