MASON CITY PUBLIC LIBRARY DISTRICT

**BOARD OF TRUSTEES MEETING**

**9/5/2023**

Hearing for the budget was held beginning at 5:00 with no public in attendance.

President Edison called the meeting to order at 5:10 p.m. Present: Trustees Edison, Power, Zimmerman, B Brooks, R Brooks, and Director Yeoman. Absent: Smith and Conover.

**Oath of Office:**

Roger Brooks took his oath of Office given by Secretary Power.

**Correspondence & Visitors**: Letter from the County Clerk reminding entities of the deadlines for filing budget & levy.

**Minutes:** The minutes from the 8/7/2023 regular meeting were reviewed. Zimmerman made a motion to accept the minutes, seconded by B Brooks, all ayes, motion carried.

**Treasurer's Report:** The treasurer's report for August 2023 was reviewed. Power made a motion to accept the treasurer’s reports, seconded by B Brooks, voice vote of all ayes (5) of those present, no nays, two absent, motion carried.

**Library Report:**

August

1,456 patrons were served, 1,977 items were checked out 1,068 items were checked in, 69 magazines were checked out and 84 were checked in, 173 reference questions were resolved, 421 requests were placed, 353 holds were taken care of, 51 patrons were added to the database and 8 were deleted, 100 items were added to the collection and 218 were deleted, 88 PAC logins occurred, and 47 holds were placed in the PAC.

* 1. Summer reading finish up-had 110 sign up, 88 made it prize #1, 71 made it to prize #2, 52 made it to prize #3 and 50 made it to prize #4. Best year on record.
  2. Go over the first week with students-all elementary and most middle schoolers, a few high school students. Classes came for both 6th and 7th grades.
  3. Gave all elementary students new plastic bags to protect books in book bags from water bottles
  4. Gave all elementary teachers mobile book boxes for transporting students books to the library safely.
  5. IPLAR is now complete and filed
  6. ILL and Reciprocal Borrowing Statistical Survey is completed.
  7. Niche Academy is not as used as had hoped so may not be keeping it after this year.
  8. Hoopla is doing well and online usage has jumped dramatically.
  9. Welcome to the library brochure with info about our services is well received
  10. Will be putting budget and the supplemental report in the paper next week and the black border on the 19th and then approval of the levy at the next board meeting and will file all the paperwork with the County Clerk.

**New Business:**

The budget was reviewed, motion was made by B Brooks to approve Ordinance 23-2 the budget, seconded by R Brooks, roll call vote, all ayes (five) of those present, no nays, and two absent.

**Unfinished Business:**

**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

Zimmerman made a motion to adjourn, seconded by Power, all ayes, the meeting was adjourned at 5:43 p.m.

Respectfully submitted,

Gisa Power-Secretary