

River Valley District Library
Board of Trustees Meeting
April 24th, 2023 5:30 PM

- I. Approval of Agenda- President Anna Cortez called the meeting to order at 5:31. Additional trustees present: Emily Reiwerts, Linda Lee-Tucker, Savannah Daugherty, Vicky Buss, Maria Baldwin and Secretary Jill Schutts. Director Teri Schwenneker, Librarian Pubali Kundu, and citizen Dave Failing attended.

The Oath of Office will follow the Approval of Agenda.

Anna made a motion to add discussion of a new marketing platform, Midwest Pano, to New Business. The motion passed unanimously.

- II. Oath of Office- Newly elected Trustees Maria Baldwin, Savannah Daugherty and Anna Cortez were sworn in as River Valley District Library Board Trustees with the Oath of Office.
- III. Minutes, March 27th, 2023- Emily made a motion to accept the March minutes. The motion passed unanimously.
- IV. Financial Reports- were reviewed and filed for audit.
- V. Public Comments- none.
- VI. Director's Report- Teri has devoted time this month to employee management, meeting one on one with the staff; providing guidance, and clear expectations of accountability.

Teri has switched our IT support from Tech Impact to Office Specialist Inc. which is more local and charges an hourly fee for services rather than a yearly subscription. She is optimistic about them moving the library's tech closet, presently in the men's restroom, to the tech services office.

Kathy is sending out a weekly E-Newsletter.

Teri introduced the prospect of providing a wellness check up health plan to employees through Afflack Life Insurance. More information will be coming.

Pubali gave a programming update.

Emily made a motion to accept the Director's report as given/written. The Motion passed unanimously.

- VII. Committee Reports- Both Finance and Policy intend to meet before the next board meeting. No Standing Committee Reports this month.

NEW BUSINESS

- VIII. Midwest Pano Virtual Marketing Platform- Teri introduced an interactive marketing platform that can be used on our website and on Facebook. There is an annual

subscription fee of \$289 plus a charge of \$49.00 for each (of 20) photos. No motion was made to incur this cost at this time. Teri may purchase part of the package, not to exceed the marketing budget line or the spending threshold which requires board approval.

- IX. New Mission and Vision Statements- From the Strategic Planning Process the new Mission and Vision Statements:

Vision- Inspiring connection through lifelong learning.

Mission- To improve and enrich the community through information, education, and recreation.

Jill made a motion to accept the Vision Statement as written, the motion passed by majority, six- aye, one- nay. Vicky made a motion to accept the Mission Statement as written. The motion passed six to one.

ONGOING BUSINESS

- X. Special Reserve Investments- tabled.
- XI. Parking Lot Review- Vicky spoke to several construction companies to get rough estimates on patching, seal coating and restriping the parking lot. She will continue researching.
- XII. Strategic Plan Final Draft Presentation- during discussion Savannah suggested that the timeline is too short; that it may take 3 years to iron out a plan which would push the due to to Spring of 2026.
- XIII. Library Board Education- tabled until next month. Prepare to discuss chapters 8 and 9 of Trustee Facts File for next month. It is expected to finalize a timetable next month.
- XVI. Closed Session- none.
- XV. Other- Board office elections will be in May.
- XVI. Adjournment- Anna motioned to adjourn the meeting at 7:58. The motion passed unanimously.