

Karl Junginger Memorial Library  
Board of Trustees Meeting Agenda  
February 28<sup>th</sup>, 2023

- I. Call to Order & Introductions
- II. Meeting called to order at 5:33.  
Present: Art Biermeier, Abby Vosters, Kelly Mountford, Deb Battenberg, Cindy Krueger, Miriam Schilling, Tim Thomas.
- III. Approval of agenda  
Hearing no corrections, the agenda was approved as printed and distributed.
- IV. Approval of open minutes from, December 13, 2022, & Special Meeting February 23, 2023  
Hearing no corrections, the agenda was approved as printed and distributed.
- V. Correspondence, Appearance, Public Comments –  
Mountford presented some Christmas cards.
- VI. Director’s Report  
In addition to the published report, Mountford reported that the Town of Portland Donated \$2500 to the summer program, and Waterloo Water and Lighted donated \$1000 for the Playaways and Wonderbooks.
- VII. Unfinished Business
  - A. Financial monthly report for November and December of 2022 & January 2023 – Action  
*Biermeier moved to approve all three-monthly reports; Krueger seconded. Motion passed unopposed.*
  - B. Budget 2023 Fund Balance (carpet, door, server) – Action  
*These items were budgeted for 2022 but will need to be paid in 2023. Mountford reported that this will bring the fund balance down to \$145,279. Mountford also reported that the Storywalk should have come out of the Clark fund balance, and she’s working to rectify this with the city.  
Battenberg moved for the carpet, door, and server bills to be paid from the capital fund in 2023. Krueger seconded; motion passed unanimously.*
  - C. Parking Lot – Action  
*Mountford described the proposal line by line. Some Clark funds would be used for the sidewalk and mulch for the Storywalk area.  
Total project 159,604.50  
Clark would pay for 9862.50  
Total to 149742 which would be split between the city and the library. The library would be responsible for anything above and beyond this amount. Our county fund balance would then be down to approximately \$70,000. Mountford mentioned that 6 furnaces need to be replaced.  
Battenberg moved to approve the parking lot bid from R&T Voegeli Excavating. Schilling seconded. Motion approved unopposed.*
  - D. Review Questions to discuss with the City Finance committee – Informational  
*The board will discuss this at a future meeting.*
  - E. Policy 515 Community Facility Use – Action  
*Biermeier moved to accept the policy as written; Krueger seconded. Motion passed unopposed.*
- VIII. New Business
  - A. 2023 Meals on Wheels Contract – Action  
*Battenberg moved to approve the Meals on Wheels Contract. Biermeier seconded. Motion passed unopposed.*

- B. *Student Worker – Informational*  
*A student worker quit; Mountford will look for a new one.*
- C. *Talk, Read, Play Grant from Greater WT. Community Health Foundation– Informational*  
*The Foundation reached out with an idea for a grant of \$1000 for an early childhood initiative.*
- D. *Library Survey city sent out – Informational*  
*The city of Waterloo has sent out a survey to other library communities. The library was not notified of this but found out from other libraries asking about it.*
- E. *City Lawyer Clark Trust and Clark Trust ending amt. for 2022 – Informational*  
*Mountford reported on the interactions with Emily Selner regarding tax payments. Mountford reported that the ending amount of the Clark trust was lower at the end of the year.*
- F. *Wi-Fi Hotspots – Action*  
*Mountford reported on ongoing incidents, the most recent of which violated the KJML Code of Conduct.*
- G. *Policy 402 Programs – Informational*

- IX. Future agenda items  
Policy about closing when school closes  
Policy 402
- X. Date, place, and time of next meeting March 28<sup>th</sup> @ 5:30 pm in the Junginger Community Room  
March 28 at 5:30
- XI. Adjournment  
Biermeier moved to adjourn at 6:49. Vosters seconded. Motion passed unanimously.

Respectfully Submitted, Deb Battenberg, Secretary