**Cascade Public Library Board of Trustees Minutes**

May 2, 2023-4:00pm

Present:  Kane, Brickley, Brindle, Recker, Thomas

State Library of Iowa Consultant Eunice Riesberg was present with a presentation on The Essential Trustee:  What You Need To know:  FIVE TOP THNGS EVERY TRUSTEE SHOULD KNOW.

1. CALL TO ORDER AT 4:05 PM
2. APPROVAL OF THE AGENDA BY BRICKLEY, SECOND BY BRINDLE, MOTION CARRIES.
3. APPROVAL OF MINUTES FROM ARPIL 4, 2023 MEETING APRIL 4TH, 2023 BY BRINDLE, SECOND BY THOMAS, MOTION CARRIES.
4. PUBLIC COMMENT:  NO PUBLIC COMMENT
5. BUDGET REPORTS:  Expense, Library Reserve, Foundation Endowment, Library Building- Hoopla expense will be capped at $3.99 and 4 books.  Endowment Fund Balance -$8920.73.  FEH Acc Payable 5/9 2023 $32,799.67.  Kane will present a spreadsheet on all of the computers presently at the library and when they were purchased to determine which ones should be replaced.  Discussion on purchasing a new printer was tabled until the June meeting.
6. Bills:  reviewed and motion made by Brickley, second by Recker , motion carries.
7. Circulation State:  Usage was down due to limited material; door count was up by 84 patrons.
8. Old Business:  a. Administrator Kotter addressed the Board on the current funding of the new library and what still needed to be raised and what the funds will be used for.  She stated that October 4th, 2023, will be the Groundbreaking Ceremony.   b. Library Board and FEH Design will attend the May 8th, 2023, City Council Meeting.   c. Window Cleaning will be performed at the library on 6/8/23.  This will include removing and cleaning storm windows, interior and exterior.  The cost will be $420.00 performed by PREMIER WINDOW CLEANING AND POWER WASHING.   d.  Painting restrooms has been canceled being the current library will only be used for approximately one more year.
9. a Programming/Upcoming Events/Librarians Calendar was reviewed.  It was noted that Great Give Day thru CFGD will be held on May 17, 2023.   b. Library Director reported on the Continuing Ed classes she attended in April.  c. The Library Donation Policy was reviewed, and a motion was made by Recker, second by Brickley to discontinue taking any book donations until further notice due to lack of space.  d.   Hoopla Bonus chart for Borrows was reviewed.

Adjourn:  Motion by Brickley, second by Recker to Adjourn at 5:25 pm.  Next meeting June 6th, 2023, City Hall.

Respectively submitted by Monica Recker, Board of Trustees Secretary