**Cascade Public Library Board of Trustees Minutes**

Tuesday, March 12, 2024

Cascade City Hall Council Chambers

320 1st Avenue W, Cascade Iowa

Present:  Kane, Brindle, Howard, Recker, Thomas

1. Call to Order: Recker called the meeting to order at 4:30pm.
2. Approval of the Agenda: Thomas motioned to approve the agenda, Brindle seconded. All approved.
3. Approval of the Minutes of the February 13, 2024, and the February 15, 2024, budget meeting: Thomas moved to approve Howard seconded. All approved.
4. Public Comment: No public comment.
5. Budget Reports: Budget reports were reviewed. The board would like Kane to provide a per person breakdown of expenses for programming at the end of this fiscal year, which ends June 30.
6. Bills: Bills were reviewed. Thomas motioned to pay the bills, Brindle seconded. All approved.
7. Circulation Statistics: Circulation statistics were reviewed. 1024 people entered the library in February. That is up from 878 in January. Program participation was up in February, as was computer and Wi-Fi usage.
8. Future Building Project: Groundbreaking will take place on Tuesday, March 26, 2024, at 5:30pm. The library will close at 5:00pm so all library staff may attend. FEH minutes from the furniture meeting were distributed for the board.
9. Friends of the Library update: Thomas reported that the Friends of the Library are working on a t-shirt sale. Patrick Leitzen’s book sale and Grace’s soup supper to benefit the library were held on Wednesday, March 6, and were successful. The Friends of the Library provided the desserts for that event.
10. Programming/Upcoming Events/Librarians Calendar: Thomas suggested that the Library Program Calendar be distributed to Riverbend for placement, so residents can see what is available at the library that month and participate. Kane suggested also seeing if there was space to place at Claddaugh. Kane distributed a typed list from the “I love my Library” hearts program. There were over 65 hearts turned in with reasons that people love the library. Wednesdays after school continue to be a success, with many coming in to take part in the activities provided. The Peep Diorama’s have started to arrive at the library. Many people have signed up for the free pepper plants at the library that will be provided by the ISU Extension office. Kane will provide numbers on participation for that when they are available in May.
11. Moving Plans: Moving plans were discussed. Kane will continue to add to the list and continue to provide the list at the library board meetings for discussion.
12. Report on Information from the State Library on collection questions:
13. Other: Recker suggested that the library provide special envelopes with the library address on them at Reiff’s so that people can donate memorials to the library.
14. Adjournment: Howard moved to adjourn. Brindle seconded. All approved. Next meeting is Tuesday, April 9, 2024, at 4:30pm.