

**Minutes of Walnut Public Library**  
**April 20<sup>th</sup>, 2022**

**Call to Order:**

A regular meeting of the Walnut Public Library was held at the library on April 20<sup>th</sup>, 2022. The meeting convened at 6:02 P.M. by Brenda Helms. Members in attendance were Jaimie Rosenthal, Heidi Franklin, Brenda Helms, Deb Spratt, Terri Jamison, and Janis McDonald. Others in attendance were Jackie Trujillo. Members absent from the meeting was Anne Johnson.

**Secretary's Report:**

March's minutes were reviewed. It was noted there were a few corrections needed, the wrong date was at the top, Deb was missing from the attendance, and there was a few incorrect paragraphs from the prior month's treasurer's report. Janis made a motion to approve the minutes with the corrections, seconded by Deb.

**Treasurer's Report:**

March's bills were reviewed. Janis made a motion to approve the bills as paid, seconded by Brenda.

**Committee Reports:**

Long Range Plan Committee: No Updates

Financial Committee: Budget Planning Meeting Scheduled for 5/11 at 5pm.

Personnel Committee: Meeting scheduled for 6/1/22 at 5:30pm.

Program Committee: No Updates

Building Committee: No Updates

**Librarian's Report**

March's Librarian's Report was reviewed. Circulation and patron count were pretty busy for the month of March. The board toured the basement, and the project is coming along nicely.

Jackie updated the board with the Children's library construction progress. She provided the board with the budget of expenses and which accounts the project will be paid for. The final bill for the plumbing has come in at \$24360, and the flooring might end up coming about \$500-\$1000 higher than we thought. The finance committee will look into the budget further at the finance committee meeting in May.

Once the Children's Library project is complete and is back open, staffing hours may need to be adjusted so that there is enough coverage.

Jackie let the board know that the library will soon be running out of library cards. She feels this is a good time to switch to plastic cards with a scanning system. The board liked this idea but feels that this project should wait until after the basement project is complete so we can see how funds are looking. This could possibly be launched at Fall Fest. Jackie will figure out what the flat fee for non-residents would be to discuss at the finance meeting.

Non Resident Fess are very time consuming and Jackie recommended going back to the way we used to do it with just a flat fee. The financial committee can review this topic in more detail at the May finance meeting. Jackie also discussed a new bill that will be going across the Governor's desk very soon – Cards for Kids – in which all kids under the age of 18 will receive a library card at no cost. Jackie will update the board once she knows more on this bill.

Jackie said she would call Matt Eggers to find out when we will receive the windmill money, as she thought this should have been received by now.

Jackie asked the board if they could come up with a code of conduct for patrons. There have been a few instances lately with patron outbursts, and she would like to have a policy in place for when this happens. Possible verbal/written warnings, and after multiple instances, possible patron suspension? The Personnel committee will discuss this further at the 6/1 meeting.

#### **Unfinished Business:**

The Walnut History project will continue to be ongoing.

#### **New Business:**

Start thinking about the parade float idea for Walnuts 150<sup>th</sup> Celebration.

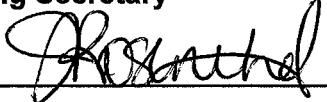
#### **Items for Next Month's Agenda**

The May meeting will be rescheduled due to Bureau Valley Graduation. The meeting will be held on 5/11/22 at 6pm. Jackie will post the meeting change appropriately.

#### **Adjournment**

Brenda made the motion to adjourn the meeting. The meeting adjourned at 7:08pm. The next meeting is on May 11<sup>th</sup>, 2022 at 6:00pm.

#### **Acting Secretary**



#### **Date of Approval**

