



**Meeting Minutes**  
**Bondurant Community Library | Library Board of Trustees**  
**Wednesday, March 6, 2024**

**Call to order:** Meeting called to order at 6:01 PM by President Bryant.

1. **Roll Call:** *Members Present:* Josh Bryant, Sue Ugulini, Mike Kramer, Amber Flinn, Travis Appelgate and Jen Keeler. Assistant Director Klinker-Feld and Library Director, Jill Sanders.  
**Guests present:** Marketa Oliver, City Administer, and Tara Cox city Council Liaison.
2. **Perfecting and Approving the Agenda:** Motion to approve the agenda as by Ugulini, seconded by Keeler. Motion carried.
3. **Approval of Consent Agenda:**
  - a. Minutes of past meeting – February 2024
  - b. Financial Report
  - c. Approve Warrant list / authorize expenditures
  - d. Staff Report – February 2024
  - e. Director’s Report – February 2024
  - f. Statistics

Motion to approve the above consent agenda by Keeler, seconded by Flinn. Motion carried.

4. **Public Comments:** None.
5. **Library Foundation Update:** The Mini –Golf event was well attended, with great sponsors. Considering there were many events going on in the community, it was nice everyone fit this event into their day. The Foundation paid for ½ of the nine new chairs that were ordered.
6. **Friends of the Library Update:** Upcoming Book sale the first weekend in May will need volunteers. The Friends paid ½ of the cost for the nine new chairs that were ordered.
7. **City Council Liaison Report:** Liaison Cox reported that the signage code is being updated. International Pi Day will have city staff at the Pie Shop with budget Pie charts. Exemplar Care is one of the new businesses going into the strip mall by Brick House Fitness. New parking spaces are being added by ReMax Realty. Edward Jones is holding a ribbon cutting in their new offices in the new building across from Reclaimed Rails. Emergency Services building is slowly moving along, currently waiting for DOT approval. City Park renovation is being worked on again now that the weather is improving. The Famer’s Market is planning to be hold in the street in the downtown area this spring, since the City Park is being renovated.
8. **Old Business:** None.

## 9. New Business:

a) **Discuss/approve Revised budget Proposal FY 2024-2025.** Director Sanders and City Administrator presented changes the City Administration feel need to be made to previously passed budget request from the Library Board. These included additional FT and PT funding in anticipation of Sanders retirement and additional PT staffing, additional funding for rural circulation from Polk County, additional technology amounts Decrease in the computer support line item. Director Sanders expressed concerns on this item, as the projection has no contingency for unexpected expenses. Motion by Kramer, seconded by Appelgate to approve presented changes. Motion carried.

b) **Trustee Training – Chapter 12 Trustee Handbook: *Problem Solving and Decision Making*.** Reviewed and discussed this chapter.

c) **Review/Approve Patron Behavior policy.** Several suggestions and additions were made. Motion to table and re-present at April meeting, by Ugulini, seconded by Keeler. Motion carried.

**10. Board President Items:** None.

**12. Adjournment:** Motion to adjourn at 6:40 by Keeler, seconded by Kramer. Motion carried.

**Next Meeting:** April 3, 2024 at 6 PM.