

SERGEANT BLUFF PUBLIC LIBRARY
Board Meeting Minutes
April 26, 2023 6:30 PM

Call the meeting to order –Chairperson Michael Aguirre called the meeting to order at 6:28 PM.

| Attendee Name | Title | Status |
|----------------------|------------------------------|---------------|
| Michael Aguirre | Board President, Chairperson | Present |
| Deb Collins | Director | Present |
| Shannon Maier | Director | Present |
| Jenni McCrory | Director | Present |
| Jane Schaar | Director | Present |
| Carol Clark | City Council Liaison | Present |

I. Approval of the Agenda

Motion by Jenni McCrory, seconded by Shannon Maier, to approve the agenda. Motion carried.
(Unanimous)

II. New Business

a. Board Member Recruitment

- i. President Michael Aguirre received Board Director resignations from Patrick Tisher and Robyn Morris. Motion by Jenni McCrory, seconded by Jane Schaar, to approve Board Director resignations. Motion carried. (Unanimous)
- ii. Any people interested in joining the Library Board must complete an application available online or a hard copy available in the library. The two vacant Director openings have two years remaining on the terms.
- iii. Advertisement for the two vacant board openings will be done on Facebook and on the library website.
- iv. Applications are submitted to the City Council for review and approval.

b. Interim Library Management Requirements

- i. Shannon Maier will be the point of contact for staff and volunteer questions, until a new Library Director is hired.

c. Hiring of Library Director

- i. The Board reviewed the current Library Director job description.
- ii. The Board also reviewed the hiring process for Library Director per State Library of Iowa Trustee's Handbook
- iii. Michael will update the job description based on the Board review and feedback given. The Board will post the job opening May 1st through Friday May 19, 2023. The job will be posted in the Advocate, Library website, City website, State of Iowa library job site.
- iv. Motion by Jenni McCrory, seconded by Shannon Maier, to move forward with posting the job opening on May 1st. Motion carried. (Unanimous)

III. Adjournment

Motion by Jane Schaar, seconded by Shannon Maier, to adjourn at 7:41 PM.
Motion carried. (Unanimous)

****NEXT MEETING: May 17, 2023, 5:30 PM at the Library****

Respectfully submitted,
Jane Schaar