

Mitchellville Public Library Board of Trustees

Regular Meeting Minutes

Date: December 4, 2024

Time: 5:00 PM

Location: Mitchellville Public Library, 205 Center Avenue North, Mitchellville, Iowa 50169

(ADA Compliance: Please inform staff if you require special accommodation)

1. Call to Order

The meeting was called to order at 5:05 PM by President C. Bowers.

2. Roll Call

Present:

C. Bowers, President

R. Jones, Vice President

J. Fritch, Secretary

Absent: J. butler, R. Houska

Also Present: E. Heather, Director, C. Pace Brad Cowman, City Liaison

3. Approval of Agenda

The tentative agenda was presented for approval.

Motion: R. Jones

Second: J. Fritch

Approved unanimously.

4. Public Audience

No members of the public were present to address the Board.

5. City Liaison Report

Brad Cowman provided an update on city matters, including the status of the alleyways. He also informed the Board of the resignation of the City Administrator and announced a special meeting scheduled for Monday evening.

6. New Business:

Budget Discussion:

The Board reviewed the proposed budget for the upcoming year, focusing on essential operational needs for the Mitchellville Library. No additional expenditure was proposed. The Board will compile questions for the City Council and submit them via email to the mayor.

Director's Job Description:

The Board reviewed and revised the Director's job description. The updated document will be highlighted and forwarded to the mayor for change.

Strategic Plan Review:

The Board discussed the strategic plan, noting its comprehensive nature and the thoughtful consideration that went into its development. The plan aims to address the future needs of our growing community.

7. Director's Comments

8. Trustee's Comments:

Trustees are encouraged to submit any questions regarding the budget to the Director. Ellen will compile these inquiries and distribute them via email.

9. Adjournment

The meeting was adjourned at 6:30 PM.