ROBERT W. BARLOW MEMORIAL LIBRARY BOARD OF TRUSTEES
MINUTES
Monday, March 3, 2025 5:30 P.M.
Robert W. Barlow Memorial Library Community Room

Board of Trustees president, Jerry Lehtola, called the meeting to order at 5:30 pm. Other board members present were: Alison Campbell, Brad Cutler, Sarah Gilbert, Dawn Parker, and Mike Rottink. Also present was Erin Finnegan-Andrews, Library Director.

The agenda for the meeting was presented. **Moved by Gilbert, seconded by Rottink to approve agenda as presented. Approved unanimously.**

The minutes of the last meeting were presented. **Moved by Rottink, seconded by Lehtola to approve minutes as presented. Approved unanimously.**

The bills from February were presented for the Board's review. The Century Link bill covering January and February totaling $492.82 was added to the Utilities section of the printed report. Moving forward, the Friends will pay $750 per quarter towards Hoopla costs. **Moved by Campbell, seconded by Gilbert to approve payment of the bills. Approved unanimously.**

The Monthly Report and the Director's Report to the Board were presented.
*Circulation numbers reflected the shorter month and closures, one holiday and one weather-related, in February. Ice skate check-outs totaled 408 for the season, compared to 0 last year and around 500 the previous year.
*The Gift Account balance is $124,844.53.
*A new yoga instructor will be transitioning in this spring.
*New software has been chosen for Adventure Pass. Erin would like to pay the new fee for March. **Moved by Campbell, seconded by Rottink to pay the $450 Adventure Pass fee. Approved unanimously.**

The Friends of the Library will be working on scholarship applications soon. They are working with the graphic design class for a logo and continue looking at new furniture options.

There was no input from the public at the meeting.

Items for Discussion:
*The board reviewed the library's Security Camera Policy. **Moved by Rottink, seconded by Cutler to approve the Security Camera Policy as presented. Approved unanimously.**

*Board training reviewed Iowa's Open Meeting Laws.

Moved by Parker, seconded by Lehtola to adjourn at 6:12 pm. Approved unanimously.

The next meeting will be at the library on Monday, April 7, 2025 at 5:30 pm.

Submitted by Sarah Gilbert