**Cascade Public Library Board of Trustees Minutes**

Thursday, August 15, 2024(4:30pm)

Cascade City Hall Council Chambers

320 1st Avenue W, Cascade Iowa

Present:  Kane, Recker, Brindle, Balster, Gleason, Funke

1. Call to Order: Recker called the meeting to order at 4:30pm.
2. Approval of the Agenda: Brindle motioned to approve the agenda; Balster seconded. All approved.
3. Approval of the Minutes of the July 9, 2024, library board meeting: Gleason moved to approve Balster seconded. All approved.
4. Public Comment: No public comment.
5. Welcome New Library Board Members: Funke is welcomed to the library board. Her service is appreciated.
6. Budget Reports: Budget reports were reviewed. We also have a report on the Library Reserve account.
7. Bills: Bills were discussed and reviewed. Balster moved to pay the bills; Funke seconded; all approved.
8. Circulation Statistics: 4607 items were utilized by library patrons in the month of July. This number includes program attendance, computer usage, WiFi usage, digital checkouts on Libby and HOOPLA, and print items.
9. Future Building Project Reports: Recker distributed a schedule from Garling reporting on what is happening in the next few weeks at the construction site. Kane reported that she had a larger shelf diagram from FEH that she will use to plan the material move to the new building. Kane will share this at the September library board meeting.
10. Friends of the Library update: The Friends of the Library will have a lemonade stand for Hometown Days.
11. Programming/Upcoming Events/Librarians Calendar: Kane reported on the programs offered in the month of August. Kane also reported that she will be out of the library on Tuesday, August 20 from 9:30-11am to visit Little Angels for storytime; Tuesday, August 27 from 9am – 11am to attend the final furniture meeting at Pigott in Dubuque; and on Thursday, September 5 from 9am – 11am to attend the Agency Meeting at NICC. Kane also has an online meeting with MightyCause on Monday, August 19.
12. Moving plans were discussed. We will seek to get some RFPs from some local moving companies prior to the September meeting, as well as checking some references of those moving companies. Gleason suggested contacting the University of Iowa and the University of Northern Iowa library information science programs to see if they would have any library students interested in helping shelve items after the move. Kane will reach out and report back to the library board at the September meeting.
13. Summer Reading Program: Kane reported that 1083 people participated in all the various events offered through the summer reading program this summer. Prizes will be drawn on Thursday, August 22 and winners will be contacted. Kane is meeting online with a programmer from Bellville, Wisconsin to discuss how they operate their summer program to continuously improve the program. The program was enjoyed by all this summer.
14. Calendar of Closed Days/Closing Early Days for 2024-2025: Kane distributed the schedule for this, and it was discussed. The library policy for inclement weather was also reviewed.
15. Library T-shirts: A color was selected, and Kane will collect T-shirt sizes and work with JKP Customs to get t-shirts ordered for the library board and staff.
16. Other: Kane reported that the Library Accreditation Application will be due February of 2025.
17. Adjournment: Brindle moved to adjourn. Funke seconded. All approved. Meeting adjourned at 5:30pm.
18. Next Meeting: Tuesday, September 10, 2024, at 4:30pm.