

# **The Solon Public Library Board**

## **Meeting Minutes November 25, 2024**

### **Call to Order**

The regular meeting of the Solon Public Library Board was called to order by Sandy Lawrence at 6:30 p.m.

### **Present**

Sandy Lawrence, Bill Christensen, Jen Fetzer, Janet Salathiel, Char Cosgrove, Steve Fisher, Matthew Hanes, Liz King (Library Director)

### **Absent**

Cole Gabriel

### **Approval of Agenda**

The agenda was unanimously approved. (Jen/Bill)

### **Approval of Minutes**

The minutes of the October 28, 2024 meeting were unanimously approved. (Steve/Jen)

### **Citizen's Speak and Correspondence**

Citizen speak: Janet relayed a message from a patron who appreciated and praised the Solon Library.

Correspondence: None

### **Committee Reports**

- **Building:** E&J Electric returned and completed swapping out light bulbs in the children's section.
- **Finance:** No report
- **Johnson County Liaison:** No report
- **City of Solon Liaison:** No report
- **Board of Trustees Continuing Education:** No report

### **Library Director's Report:**

A written report is included in the Board packet. Liz wished to bring to the board's attention documents added to the packet. She is keeping record of *Meeting Room Usage*, so that there is an accurate recording of the need for space within the Library. Also within her report, Liz wanted to highlight Meghan's work toward technological security improvements for the Library. Liz reminded us of the Johnson County Legislators Reception being held Dec. 2nd at the Coralville Library and hoped that a number of us could attend.

### **Approval of Bills**

The bills for November 2024 were unanimously approved. (Janet/Char)

The bills for December 2024 were unanimously pre-approved in lieu of a December meeting (Janet/Char)

### **Review of Foundation Report**

The October and November reports were reviewed.

# The Solon Public Library Board

## Old Business

- **Integrated Library System Vendor Update:** Liz reported that after much consideration and trial it was decided to go with Apollo rather than Atrium. The company's reputation and ease of use were factors in the decision. The change should happen in January. The current system is up for renewal in February.
- **FY26 Budget:** Liz reported that after conferring with Cami there was no knowledge of upcoming changes. The City will know more in January. As it is now, Liz's preliminary budget reflects an estimated increase in merit and COLA of 5.5%. Liz will give us updates on changes as they occur. The preliminary draft of the FY26 budget was unanimously approved. (Bill/Steve)

## New Business:

- **January CD Maturing:** CD at Green State Credit Union comes due 1/4/25. As of today, the CD totaled \$163,351.95 at 5.3%. It was discussed and decided to keep the CD at Green State at the best possible rate & months. In the event that the rates drop significantly the board would need to have a special meeting to revisit this decision. The meeting would require a quorum and be held after the 4th and before the 14th of January. (Bill/Char)
- **Policy Review: Collection Policy:** Changes were made to the policy due to things no longer being pertinent or accurate. (Matt/Janet)
- **LTC Accessibility Grant:** The Library wishes to apply for this Grant, with the desire to replace the heavy restroom doors. Liz talked to Scott Kleppe about getting a couple of bids for the doors and the mechanics needed for them. There is no guarantee of receiving this Grant but it doesn't hurt to apply. We were awarded this grant last year and it was used for the handicap parking spots.
- **Board of Trustees Continuing Education:** Items were listed for Board Consideration.

## Next Months Agenda:

- **CD Maturing**

## Adjournment

The meeting was adjourned at 7:25 p.m. (Jen/Bill)

## Next Meeting

Regular Meeting: Monday, January 27, 2025 at 6:30 p.m.

## Submitted by

Char Cosgrove