

# **The Solon Public Library Board**

## **Meeting Minutes April 28, 2025**

### **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, Janet Salathiel, Char Cosgrove, Matthew Hanes, Steve Fisher, Liz King (Library Director)

### **Absent**

Jen Fetzner, Cole Gabriel

### **Approval of Agenda**

The agenda was unanimously approved. (Janet/Bill)

### **Approval of Minutes**

The minutes of the April 28, 2025 meeting were unanimously approved (Steve/Janet)

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

Citizen speak: Janet Salathiel relayed a thank you message to Liz from a patron. The patron wished to thank Liz for her handling of a health issue at Chair Yoga.

### **Committee Reports**

- **Building:** Solon Heating and Air has a part ordered to fix the nonfunctioning building humidifier.
- **Finance:** No report.
- **Johnson County Liaison:** No report
- **City of Solon Liaison:** In Cole's absence, Liz reported that there has not been a director hired for the Public Works Department. The department is therefore reorganizing so that acting staff can manage the needs of the city.
- **Board of Trustees Continuing Education:** No report

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

A written report is included in the Board packet. Liz highlighted the ALA LTC grant that the Library was awarded. There is scheduled a Community Conversation for May 21st to see if there are any other suggestions to make the Library more accessible. If there are no new ideas we will continue with the bathroom door modification as discussed in previous meetings. Liz also brought up that with the building approaching its 25th year there are possible preventative maintenance that needs to be done. She used as an example the bathrooms that are having intermittent leaking problems that need to be addressed before it worsens. These facility updates are something to think about. Liz also did an overview of what the Enrich Iowa Funds are used for.

### **Approval of Bills**

The bills for April 2025 were unanimously approved. (Char/Matthew)

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## **Review of Foundation Report**

The April 2025 report was reviewed.

## **Old Business**

- **ALA LTC Small & Rural Accessible Libraries Grant:** This was discussed in the Library's Director's Report

## **New Business:**

- **Policy Review: Volunteer Policy** - This policy was reviewed and was found to not need changes.
- **August Board meeting change.** The regular meeting has been changed to August 18th due to Liz being on vacation. It was also noted that Bill will be acting as President at that meeting due to Sandy being absent.
- **Board of Trustees Continuing Education:** Items were listed for Board Consideration. Liz took this time to go over the new Workday Platform. Showing us a step by step process of accessing and using the platform.

**Closed Session for Director Evaluation:** For the purpose of discussion of evaluation results a closed session was enacted at 7:15 p.m. (Matthew/Steve)

## **Closed Session Ended**

Discussion was moved from a closed session at 7:34 p.m. (Janet/Bill)

**Director Evaluation:** By unanimous decision the board was in favor of giving the Director a 3% merit increase.

## **Adjournment**

The meeting was adjourned at 7:37p.m.

## **Next Meeting**

Regular Meeting: Monday, May 19, 2025 at 6:30 p.m.

## **Submitted by**

Char Cosgrove