

Elkader Public Library Board of Trustees
Regular Board Meeting – Wednesday, April 21, 2021

1. Call to Order – President Frank Phippen called the meeting to order. Board members present were: Jennifer Wilwert, John Gnagy, Bob Griffith, Susanne Hankey, and Jennifer Garms. Also in attendance was Library Director Lisa Pope.
2. Approval of the Agenda – Garms moved to approve the agenda. Griffith seconded. Motion carried.
3. Minutes from Last Month’s Meeting – Gnagy moved to approve the March minutes. Hankey seconded. Motion carried.
4. Financial Report – Reviewed.
5. Payment of Bills – Garms moved to approve the payment of bills. Griffith seconded. Motion carried.
6. Director’s Report – Reviewed.
7. Unfinished Business
 - a. Reopening/Pandemic Plan – After discussion, we will remain in Phase 3.
 - b. Landscaping – Pope had reached out to both previous bidders and wanted to make sure that plans encompass all items needed and the removal of hydrangea bushes. A plan from Elkader Greenhouse for \$3,764.10 was submitted. Griffith moved to accept the bid from Elkader Greenhouse and to push for completion by June 19, 2021. Wilwert seconded. Motion carried.
 - c. Next-Door Building for Sale – Phippen was unable to communicate with Mary Klink about the possibility of selling her building, but will reach out before next meeting.
8. New Business
 - a. Welcome New Library Board Member – Kimberly Warpinski has replaced Jade Beck.
 - b. Hiring Library Custodian – Our contract custodian has resigned. Pope will update the job description and post the position to be employed by the City.
 - c. Trustee Training: New Iowa Library Trustee’s Handbook, Chapters 5-7 – Reviewed.
9. Friends of Library Report – Reviewed the March minutes.
10. Public Comments – None.
11. Adjournment – The President declared the meeting adjourned at 5:45 PM. Next meeting is scheduled for May 11, 2021 at 5:00 PM.

Respectfully submitted,
Jennifer Garms, Secretary