

November 14, 2023

The Colona District Library Board met with Clark, Massarolo, Rieger, White, and Director Hoste physically present. Hughes, Koska, and Rizzolo were absent.

The regular meeting was called to order at 6:30 p.m. at the Colona District Library by White.

There were no visitors.

The October 10, 2023 meeting minutes were approved by consensus.

The Treasurer's report for October was reviewed. It was noted the IMRF additional payment was made. Money from the Lowell Johnson grant was used for the Fall Festival. It was reported we are one-third of the way through the fiscal year. Rieger reviewed the statements and there were no issues. The Treasurer's report was approved by consensus.

Hoste presented the Youth Services report for October. It was noted a thankful tree is being decorated. There are some changes with the APK reading program in Silvis. The upcoming programs were reviewed. The story time and programming total attendance for October was 130.

Hoste presented the Director's report for October. Hoste reported there were issues with the fax line which was eventually fixed. She will be investigating other internet-based phone systems before August. There were also issues with Microsoft software on the public computers. After multiple phone calls the issues were finally corrected. The memorial bench for Barb Bennett was placed by the mural wall.

The Youth Services and Director's reports were approved by consensus.

Old Business – None.

New Business – Review of Disaster Plan – Koska will review this plan for the next meeting.

Review of the Service Animal Policy – Massarolo reviewed this policy. There were no changes recommended. The Service Animal Policy was accepted as reviewed.

Review of the Sexual Harassment Policy – Rieger reviewed this policy. There were no changes recommended. The Sexual Harassment Policy was accepted as reviewed.

Review of the Meeting Room Policy – Hughes will review this policy for the next meeting.

Further Business – Trustee Orientation Manual (Pages 23-25) – The sections on Intellectual Freedom, Censorship, and Privacy and Public Relations and Advocacy were reviewed and discussed. There were no changes to these sections.

Blackhawk CD – Clark reported there was \$75,000 moved to a three-month CD. This will expire in December. It was decided to move this money back to the money market when the CD expires. Rieger will bring the most recent interest rates to the January meeting to discuss any other moves.

Streamline Proposal – Hoste presented a proposal from Streamline for to assist with the library's webpage. They reviewed our current website to determine if it was compliant with ADA requirements. They found a few issues. Hoste stated she liked the report and the ease it would be to update our website. Currently we use GoDaddy for our domain and website. It was recommended Hoste gather some more information regarding the cost of GoDaddy versus Streamline and check with other libraries to see which company they use.

The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Charlene Massarolo, Secretary

The next meeting will be held on January 9, 2024 at 6:30 p.m. at the library.