

**Elkader Public Library Board of Trustees**  
**Regular Board Meeting – Tuesday, December 12, 2023**

1. Call to Order – President Jennifer Wilwert called the meeting to order. Board members present were: Jen Garms, Susanne Hankey, Matthew Wilke, Joe Minor and Kim Warpinski. Also in attendance was Library Director Lisa Pope.
2. Approval of the Agenda – Garms moved to approve the agenda. Hankey seconded. Motion carried.
3. Minutes from Last Month’s Meeting and Special Meeting – Garms moved to approve the November minutes and Special Meeting Minutes. Minor seconded. Motion carried.
4. Financial Report – Reviewed.
5. Payment of Bills – Wilke moved to approve the payment of bills. Hankey seconded. Motion carried.
6. Director’s Report – Reviewed.
7. Unfinished Business
  - a. Enrich Iowa Funds: Pope reviewed her findings on both Kanopy and Libby Advantage, will continue to look at a review at a later date.
8. New Business
  - a. Social Media Policy: The board/director were made aware of two complaints about various social media posts. A Social Media Policy was advised to have in place. Reviewed other library policies and will write a Social Media Policy for the Elkader Library over the next few meetings.
  - b. 2024-2025 Budget: The proposed budget was reviewed. Minor moved to increase the budget by 1.5% from the previous year’s budget. Warpinski Seconded. Motion Carried. The budget will be presented at the January 8 City Council Meeting.
  - c. Director’s Evaluation: Will do an exit interview and go over evaluation with Pope at the January Meeting.
  - d. Trustee Training: Guide to Gift Giving (And Receiving!) from State Library– Reviewed.
9. Friends of the Library Report – No minutes or treasurer’s report were available to review.
10. Public Comments – None.
11. Adjournment – Warpinski moved to adjourn the meeting at 6:17 PM. Wilke seconded. Motion carried. Next meeting is scheduled for January 9, 2024 at 5:00 PM.

Respectfully submitted,  
Kim Warpinski, Secretary/Treasurer