



NORWALK EASTER PUBLIC LIBRARY

Library Board of Trustees Meeting Agenda

September 2021

Date: Monday, September 13, 2021

Time: 6:30 pm

Location: Norwalk Easter Public Library, 1051 North Ave. **OR** via Zoom with URL

<https://us02web.zoom.us/j/5541738280>

Board of Trustees: Steve Clarke, Stephanie Farmer, Nikki Huetter, Lauren McMeans, Ryan Sharp, Sarah Smith, and Elizabeth Thompson

1. Call to Order
2. Roll Call
3. Public Comment/Guests
4. Review /Change of Agenda (*need voice vote to approve*)
5. Review of August meeting minutes (*need voice vote to approve*)
6. Approve September bills (*need roll call vote to approve*)
7. Treasurer's Report
8. Director's Report
9. Old Business
 - a. Update on Patricia Lawrence Estate
 - b. Purchase of Audiovisual Upgrade for Meeting Room (*need voice vote to approve*)
10. New Business
 - a. Purchasing practices - discussion
 - b. Purchase of Library Tables/Chairs (*need voice vote to approve*)
 - c. Petty Cash Policy – review & approve (*need voice vote to approve*)



- d. Review Chapters 15 & 16 of new Iowa Library Trustee's Handbook for continuing education

11. Other Business

- a. Trustee updates
- b. Adjournment