

SHEFFIELD PUBLIC LIBRARY BOARD MEETING

Regular Session Minutes

123 S 3rd Street
Sheffield, IA 50475

Date: January 10th, 2024

Time: 5:35PM

Roll Call

Board members in attendance were, Garrett Breinzer, Trevor Nelson, Alice Greiman left early, Onni Prestidge, Bonnie Theis, Gail Sherif, Jessica Foeshoe.

Approval of Agenda

Alice motioned to approve the Agenda. Garrett seconded. Unanimous approval. Motion passed.

Closed session pertaining to Library Director, **pursuant to Iowa Code 21.5 Closed Session, Subsection i.** to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.

Bonnie stated that the first agenda item is about performance issues with The Library Director, Jessica. Jessica declined a closed session meeting.

Board Members discussed the Franklin County Funding allocations, specifically the 2% Jessica suggested be taken from the approved budget of 25% for the Sheffield Library and give it to the Hampton Library. Issue of Jessica not reporting this to the Library Board Members or the City was discussed and found to be problematic. Documents that were presented to the board members: On October 16, 2023 the Franklin County Board of Supervisors met and approved the funding allocation for each library. This showed Sheffield at 25%. On November 20, 2023 the Franklin County Board of Supervisors met and Rescinded Resolution #2023-71 giving control of the allocation of funding to the Franklin County Library Directors to determine. On December 8, 2023 the Franklin County Library Board met and determined to keep the formula as to what the supervisors proposed, which was Sheffield at 25%. This motion was carried. After the motion was carried, Jessica made a suggestion to give 2% of her funding to Hampton. Motion was carried, which gave Sheffield 23%. On December 13, 2023 the Sheffield Library Board met for their monthly meeting. Jessica did not mention the percent being 25% or that she gave 2% to Hampton. She reported to the board that we were given 23% for funding for FY24-25. She presented them with the request for additional funding for FY24-25. Another document that was presented was from Jessica. She produced a manipulated copy of the Franklin County Board meeting minutes from December 23, 2023 where she removed a section of the minutes manually and repositioned the paper so that the section where the Library Directors voted and motion passed on 25% to Sheffield. The Board then discussed if pre-termination research had been completed. City Clerk Ashley gave a brief summary of her conversation with the City Attorney. The City Attorney was aware of the situation and is in agreement with termination of Jessica if that is what the board decides.

Onni motioned for the Director to Resign. Trevor seconded. Roll call was taken.

Ayes: Garrett, Onni, Trevor, Gail. Unanimous approval. Motion passed.

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The Library Director, Jessica, stated that she wasn't going to resign.

Trevor motioned for the termination of the Library Director. Onni seconded. Roll call was taken.

Ayes: Garrett, Onni, Trevor, Gail. Unanimous approval. Motion passed.

Jessica stood up and began to retrieve her belongings and vacated the meeting room.

The remaining Library Board Members discussed the Library schedule and how to handle coverage of Library Director duties immediately and in the future. The Board will be reviewing the current hiring process.

Trevor motioned to table the remaining agenda items, except for Public Comment and to schedule another meeting to finish the remainder of the agenda items. Gail seconded motion. Unanimous approval. Motion passed.

Next meeting will be Wednesday, January 17, 2024.

Public Comment: *The Library Board President and Library Board welcome comments from the public on any subject pertaining to Library business. You are asked to state your name and address for the record and to limit your remarks in order that others may be given the opportunity to speak. No action will be taken on items discussed. However, if warranted, the item may appear on a future agenda.*

Librarian Chris stated that Jessica has been writing grants and the funding received has benefited Sheffield. She asked how the library was going to operate without Jessica.

Resident Wayne Foreman was present to follow up on when the flag will be up on the flag pole. Bonnie will follow up with JC.

Agenda Items for Next Meeting

Consent Agenda

- Approval of Minutes from 12/13/2023
- Approval of Financial Report
- Approval of Bills

Librarians Report

Old Business:

1. Update on Board Recruitment
2. Update on Leaking Windows
3. Update on Electric Box Cover
4. Update on Flag
5. Discuss Training Needs from Lisa England. She will be presenting online January 25, 2024

New Business:

1. Approval of Maintenance Agreement for Snow removal and Lawn Care through 2026
2. Review Library Goals and Objectives

Garrett motioned for the meeting to adjourn at 7:15PM. Onni seconded. Unanimous approval. Motion passed.