

4/8/19 Board of Trustees Decorah Public Library Meeting

Attendees: Pat Anderson, Ed Brooks, Bob Felde, Andy Hageman, Elliott Johnson, Cheryl Pellett, Kristin Torresdal, Alexandra White, and Friends Representative Cynthia Peterson.

Absent: Andi Beckendorf, Scott Fjelstul

Anderson called meeting to order at 4:00 pm in the lower level meeting room.

1. Approval of Agenda for April 8, 2019. Pellett moved to accept the agenda, Johnson seconded. Agenda approved.

2. Approval of Minutes from March 11, 2019. Hageman moved to approve the minutes, Pellett seconded. Minutes approved.

3. Claims for April 8, 2019. (Expenses \$10,293.69, Revenue \$8,802.63). Pellett moved to approve claims, Brooks seconded. Claims approved.

5. Director's Report

a. Staffing: Roach returned from her leave April 1; thanks to her in-depth advance planning and thoughtful recruitment of community partners to provide programming in her absence, things went smoothly while she was away. As calendars and the statistics from the past couple of months clearly demonstrate, programming continued on as promised.

Blair Shaffer was hired as a library aide and began training at the end of March.

b. Building: Remainder of furniture for the west side of the building was delivered at the end of March - the 4 chairs and a table that the Friends purchased for the Postal Room. Reviews from the public have been very complimentary.

New HVAC unit is expected to be delivered within the next two weeks.

Pankow and I met with City Manager Chad Bird, City Engineer Jeremy Bril, and several other participants to discuss potential plans to stabilize the Dry Run Creek area (at the far edge of the parking lot behind the library). The stated aim of the project is to make the area safer and more aesthetically appealing; Pankow and Torresdal advocated for creating a small "pocket park" that could include seating, plants, and an overlook into Dry Run Creek for the public to enjoy. The project would require damaging (and later replacing) the existing asphalt in the parking lot, which would present a good opportunity to further investigate/address drainage issues that have led to ice buildup in downspouts and the 'boots' that connect them to the drains underneath the lot.

c. Budget: Received \$5,000 undesignated donation from the Marion E. Jerome Foundation. Awarded a \$1,950 Winneshiek County Community Foundation Grant that will provide matching funds for the purchase of new furniture for lower level classroom space this summer.

d. Statistics: March was a busy month by all metrics.

e. Accreditation: No updates.

f. Miscellaneous: April 7-13 is National Library Week. Wednesday is Library Giving Day. The theme this year is Libraries = Strong Communities. Will be offering fine amnesty all week- patrons may bring overdue items to the front desk and fines for those items will be forgiven. Have been using the theme this year to highlight the fact that strong community support also creates strong libraries- in April alone, DPL is offering more than 20 programs with 11 diverse community partners (and of course this does not even touch upon the vast network of agencies impacted by RSVP's volunteers).

6. Friends of Decorah Public Library Report (Cynthia Peterson). New Board member - Kathy Johnson (from Vesterheim) will join this April. April 22 is Friends' annual meeting, at 7 p.m. Board officers approved -- same members will stay in those roles. Working on improved tracking of donations and donor contacts to do some analysis.

7. Unfinished Business. None.

8. New Business.

a. Consider circulation policy proposal. Board discussed concept of removing fines for children's and young adult materials, as is the practice at many libraries. Torresdal will bring a formal proposal to the Board at the May meeting for the Board to consider.

b. Discuss summer meeting dates. Board will finalize dates in future meeting. Volunteer needed to take minutes for June 10th meeting (White will be away).

Anderson asked patron Janelle Pavlovec if she had question or comment--she did not.

9. Upcoming Meetings: May 13, June 10, July 8, Aug 12

Meeting adjourned at 4:57 p.m.

Respectfully submitted,

Alexandra White, Board Secretary