

Decorah Public Library Board of Trustees Meeting Minutes
Monday, March 8, 2021

Attendees: Board members Beckendorf, Brooks, Felde, Fjelstul, Hageman, Johnson, Pellett, Johnson, Horton, Putnam Dibble; Library Director Kristin Torresdal; Guests Rachael Button, Paul Scott, Cynthia Peterson, Lorraine Borowski, Zach Row-Heyveld, Janelle Pavlovec, Jon Pankow

Andrea Beckendorf called the meeting to order at 4:03 p.m. Attendees had the opportunity to participate electronically via Zoom or in-person at Decorah City Hall.

1. Call to Order
2. Participation Instructions
3. Approval of Agenda. Agenda was approved by acclamation.
4. Minutes Approval
 - a. Moved by Hageman, seconded by Johnson. No Discussion, approved unanimously.
5. Claims Approval
 - a. Torresdal reviewed claims related to covid and boiler repair. The Methodist Trust made a donation for the summer reading program. The library has not yet seen the impact of the extreme cold on the heating bill.
 - b. Moved by Felde, seconded by Hageman. The claims were passed unanimously.
6. No Public Comment
7. Director's Report
 - a. Staffing: RSVP Volunteer Coordinator Julie Ohde's last day was Friday February 26. The library is currently advertising that position again.
 - b. Building: Metalwork has been completed on the loading dock canopy. Garden maintenance will occur in the coming weeks.
 - c. Budget: The library received a \$1,000 grant from the Methodist Church Trust to put towards 2021 Summer Reading Program expenses. They will also soon be receiving \$3,000 in memory of Bev Crumb-Gesme, to be used for special literacy-related children's activities and materials.
 - d. Miscellaneous:
 - i. Yellow and Green Zone Phases of the Pandemic Response Plan have gone very well, and they are starting to see some traffic for collection browsing and technology use. Curbside checkout, book bundles, and Make and Takes remain popular. There have been great/positive interactions with the public.
 - ii. RSVP has achieved certification as a Service Enterprise organization.
 - iii. Staff is responding to the information regarding Dr. Seuss recently in the news. The library will continue to evolve its framework for addressing community and collection needs in an ongoing way, rather than reacting to specific media coverage focused on individual titles or authors.
8. Friends of Decorah Public Library Report: Cynthia Peterson
 - a. Recently added a new Board Member.

- b. April 26 at 7pm is the Annual Meeting of Friends. The meeting will be held virtually via Zoom. Amy Welden will be speaking about writing. The link to attend will be available via Decorah News and the Library Facebook Page.
 - c. They continue to look for ways to increase fundraising and membership
- 9. Unfinished Business
 - a. No Unfinished Business
- 10. New Business
 - a. Prepare for Annual Director's Evaluation
 - b. Document Provided to the Board with regard to Director's evaluation
 - c. Begain review of 2020-2021 Board of Trustees handbook at 4:50 and ended at 5:05
 - i. Discussed the roles of the City, Director, and Library Board
 - ii. Discussed how to find new Board members, utilizing a proactive approach
 - iii. Discussed future professional development needs and Goal Setting for Board Members
- 11. Upcoming Meetings
 - a. Monday, April 14, (Zoom only as City Council Chambers are unavailable),
Monday, May 10
- 12. Adjourn at 5:06pm

Respectfully Submitted,

Shanna Putnam Dibble, Board Secretary