

Decorah Public Library Board of Trustees Meeting Minutes
Monday, October 11, 2021

Attendees: Board members Beckendorf, Brooks, Felde, Fjelstul, Hageman, Johnson, Putnam Dibble; Friends Liaison Peterson; Library Director Kristin Torresdal; Guests Rachael Button, Zach Row-Heyveld, City Manager Travis Goedken, Janelle Pavlovec

Absent: Horton, Pellett

Andrea Beckendorf called the meeting to order at 4:00 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 for September 13, 2021.
4. Minutes were approved unanimously.
5. Claims Approval
 - a. Received the final installment from the Clayton Engen Charitable Trust in the amount of \$35,663.02
 - b. Brooks moved to accept the claims, seconded by Hageman, claims were passed unanimously
6. Public Comment - No Public Comment
7. Introduction to City Manager Travis Goedken
 - a. Goedken and the Library Board hope to continue positive collaborative efforts between the Board and the City
8. Friends of Decorah Public Library Report: Cynthia Peterson
 - a. No Report, meeting on Wednesday
9. Unfinished Business - no unfinished business
10. New Business
 - a. Consider Updated Acquisitions Policy
 - i. Updated Community description to reflect current statistics
 - ii. Updated language to be more specific and concise
 - iii. Will create a separate "Gifts Policy" that will go the Board for approval
 - iv. Moved by Johnson to accept updated policy, seconded by Hageman, passed unanimously
 - b. Consider purchase of replacement book drop
 - i. The current book drop is not in very good condition and the locking mechanism not working well
 - ii. Director looking for approval in taking an amount not to exceed \$7,000 from the Memorial Account to fund a new Drive-Up Book Drop Box
 - iii. Making plans for best way to protect future replacement drop box, while continuing to make it accessible to community
 - iv. Moved by Putnam Dibble to pass, seconded by Johnson, passed unanimously

11. Director's Report

- a. Currently advertising two open Library Aid Positions with an anticipated November start date.
- b. September was a very active month for library programming.

12. Upcoming Meetings

- a. Monday, November 8, Monday, December 13, Monday, January 10

13. Adjourn at 4:34 pm

Respectfully Submitted,

Shanna Putnam Dibble, Board Secretary