

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

Attendees: Board members Beckendorf, Brooks, Felde, Fjelstul, Hageman, Johnson, Pellett, Horton, Putnam Dibble; Library Director Torresdal and Administrative Coordinator Row-Heyveld; Guests Rachael Button, Tricia Crary, Janelle Pavlovec, Paul Scott

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. Agenda approved
4. Minutes Approval
 - a. Moved by Felde, seconded by Johnson, approved unanimously
5. Claims Approval
 - a. Moved by Pellet and seconded by Horton
 - b. Received \$3,500 from State Library funds and \$5,000 ARPA Grant via the State Library
 - c. Received \$2,000 in Special Gifts Deposits (\$1,000 from *Friends of Library* and an undesignated donation from member of the public)
 - d. Claims Passed unanimously
6. Public Comment
 - a. Shanna Putnam Dibble from Decorah Schools expressed gratitude to the Library and to *Friends of the Public Library* for their contribution to the *Pumpkin Literacy Project*. Preschool through 2nd grade students at Decorah Schools were invited to choose a pumpkin, read a book with their families, and decorate the pumpkin to represent the book. The project was very well received by families with over 150 participants.
7. Director's Report
 - a. Interviews have concluded for the new Library Aides and offers will be extended in the next few days
 - b. The Library is on track for the budget for the fiscal year and is beginning to project needs for next year.
 - c. The Retired and Senior Volunteer Program (RSVP) recently celebrated its 20th year with the Decorah Public Library. During that time, 992 volunteers served 391,742 volunteer hours at 116 locations.
8. Friends of Decorah Public Library Report: Cynthia Peterson
 - a. The Friends of Decorah Public Library Membership Drive is underway
9. Unfinished Business
 - a. There is an upcoming Continued Education Opportunity from the State Library and Board Members were reminded to continue to track their continuing education hours
10. New Business

- a. Consider revised Meeting Rooms Policy
 - i. Changes made to keep library usage in line with mission statement, and to allow equitable distribution of use
 - 1. Shifted amount of time to allow for equitable access - 2 hours per day per person/group
 - ii. Pellet Moved to pass, seconded by Johnson, passed unanimously
 - b. Consider revised Internet Public Use Policy
 - i. Horton moved to pass, seconded by Pellet, Passed unanimously
 - c. Programming
 - i. Discussions were held regarding library programming and Board Member Brooks encouraged the library to focus on enhancing adult programming opportunities. This will be discussed further as part of the accreditation process, focusing on clear measurable goals for the future.
11. Upcoming Meetings
- a. Monday, December 13, Monday, January 10, Monday, February 14
12. Adjourn at 5:04pm

Respectfully Submitted,

Shanna Putnam Dibble, Board Secretary