

Decorah Public Library Board of Trustees Meeting Minutes
Monday, February 14, 2022

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

President 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 February 14, 2022. Agenda approved.
4. Minutes Approval
 - a. Minutes were approved unanimously
5. Claims Approval
 - a. Moved by Hageman, seconded by Pellett, and approved unanimously
6. Public Comment
 - a. No Public Comment
7. Director's Report
 - a. The Library is fully staffed with four new part time employees
 - b. The new lower level book drop is up and running, the library is having difficulties with a rooftop heating unit that they are working on getting repaired, and new cabinets and sinks will be installed in the public meeting room over the next two weeks
 - c. City Council will approve the FY23 budget at their March 7th meeting. City Council approved a 3.9% pay increase for all city staff
 - d. State Library accreditation materials are due February 28
8. Friends of Decorah Public Library Report: Cynthia Peterson
 - a. Added new Board Member - Elise Skellenger
9. Unfinished Business
 - a. Consider Strategic Plan FY23-25
 - i. Updated the "fine free" language as that has already been put into practice at the library
 - ii. Motion to amend 3B-2 to state "6-9 adult programs per month"
 - iii. Hageman moved to approve the Strategic Plan document, seconded by Johnson, passed unanimously
10. New Business
 - a. Consider Personnel Policy Update
 - i. Pellett moved approval, seconded by Horton, passed unanimously
 - b. Review ADA Checklist for Existing Facilities
 - i. Part of accreditation - did not have to redo, but needed to review, no major changes
 - c. Consider Purchase of three vertical filing cabinets

- i. Approved by Johnson, seconded by Pellet, approved and passed unanimously

11. Upcoming Meetings: March 14, April 11, May 9

12. Adjourn at 4:42pm

Respectfully Submitted,

Shanna Putnam Dibble, Board Secretary