

**Marshalltown Public Library  
Board of Trustees  
February 21, 2023**

**MEMBERS PRESENT:** Tonya Gaffney, Judy Lindholm, Jim Lowrance, Kevin Pink, Maureen Lyons, Ruzan Morrison  
**Absent:** Ashtyn Beek  
**Staff:** Sarah Rosenblum, Katie Fink, Joa LaVille

President Tonya Gaffney called the meeting to order at 5:00pm.

**Public Comment:** (Public Comment is now at the beginning of the business order) The following people spoke during Public Comment: Gary Thompson, Jeff Hutton, John Worden, Ray Mitchem, Mike Ladehoff, Jerry Stephens and David Bursley.

**Approval of the Agenda:** It was moved/seconded (Lyons/Lindholm) to approve the agenda. Passed.

**January 17, 2023 Minutes:** it was moved/seconded (Pink/Morrison) to approve the minutes. Passed.

**Operating Bills:** It was moved/seconded (Lyons/Lindholm) to approve the bills. Passed.

Note: the Verizon Hotspots were paid for by the Friends of the Library.

**Statistics:**

**Old Business:** There was no Old Business.

**New Business:**

*A: MOBI update:* The company is finishing the final punch list and then the van will be driven here from Ohio. The license plates have arrived. The design for the wrap is being worked on, but will not be completed until the van arrives. Temporary housing for MOBI will be at Public Works.

*B: Public Participation Policy:* A policy has been drafted based on other libraries' policies and following the lead of the Marshalltown City Council. A sign-in sheet will be available at the next meeting. Added to the policy is a maximum of 30 minutes allowed for public comment. If more than ten people wish to speak, the time limit for each speaker will be reduced to 2 minutes each. It was moved/seconded (Lindholm/Lyons) to approve the Public Participation Policy, including the 30-minute revision. Passed.

*C: Patron Statement of Concern:* A letter of concern was received by John Worden.

*D: Staffing Updates:*

- Jackie Vega has been hired as full-time Library Assistant IV. (replacing Jenelle Klavenga)
- Advertising has begun for the open Library Assistant I position.

*E: Staff Reports:*

*Katie:*

--The Alzheimer's/Dementia program, given by Greg Woods from the Dept. of Health and Human Services, was postponed until March due to the weather.

--In conjunction with our library's 125<sup>th</sup> anniversary, Shana Stuart will give a program on Carnegie Libraries on Saturday, March 11.

*Joa:*

- More outreach is being done with the "Y", preschools and Bobcat Academy.
- World Read-Aloud Day will feature an author visit on Google Meet
- An upcoming in-person author visit will include Lenihan students at the high school. It will also include a writing workshop.

--Summer planning!!!

--The Winter Reading Challenge is winding down and had good participation.

*F: Director's Report:*

--Sarah does a monthly program with Kyle Martin on KFJB and also did a program with Pat Thompson from Marshall County Public Health.

--No firm city budget has been approved yet--waiting for updated county assessments.

--The library's 2015 Library Levy may be impacted by the pending State Senate File 1124.

The levy was approved by voters to fund Sunday hours and technical services. The pending Senate File would impact the library levy as well as other educational and recreational funds throughout the state.

--There has been no update from the architect.

--Board member photos will be taken today.

The next meeting will be Tuesday, March 21, at 5:00pm.

The meeting was adjourned at 5:35pm.