

Marshalltown Public Library

Board of Trustees

August 17, 2021

Members present: Judy Lindholm, Jim Lowrance, Maureen Lyons, Tonya Gaffney

Absent: Ruzan Morrison, Allan Thoreson

Staff: Sarah Rosenblum, Joa LaVille

Public: Jeff Hutton (Friends of the Library) Gary Thompson(City Council)

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

Minutes of the July 20, 2012 meeting were approved as written.

Operating Bills: Bills included an additional self-check machine, another Playaway opener and clear RFID tags to attach to board books. ServiceMaster charges have increased for the first time in many years. Moved and seconded (Lyons/Lowrance) to approve the bills. Approved.

Statistics-on-Line: Statistics include Hoopla stats, top check-outs, number of check-outs per category, program stats by age (youth and adult) and type of program. Weekly staff reports are now given to City Council members.

Old Business:

--a new board member, to replace Anders Carlson, will be approved at the next City Council meeting. Chad Hammer, the new House of Compassion director, will be the new member.

--Amber Danielsen, who made a presentation on public art at the last meeting, will return when more board members can be present.

New Business:

A: Meeting Room Policy: the policy has been cleaned up and an addition to #6 which will allow alcohol to be served in the large meeting room for a library or Friends of the Library event with Library Board approval. Moved/seconded (Lindholm/Lyons) to approve the amended meeting room policies. PASSED.

B: Mobile Vehicle Update: Some inside design decisions have been made with the consultant. RFPs soon will be submitted and between 5-7 vendors are expected to respond within a few months and one will be recommended to the board. We are proposing building a storage building on the NW corner of the library block to house the vehicle.

C: Staffing Update: One new staff person has started, two people have been interviewed for library clerk positions and there is one library assistant position still open. The Volunteer Coordinator position currently vacant is being reworked to including Outreach.

D: Staff Reports:

Joa: --The department is in transition between summer and fall programs. Summer prizes have been given and summer camps have made their last visits.

--Storytime will continue to be held outside on the lawn, at least through September. Pokémon League will be held inside and any inside programs will require masks.

--the Animal Rescue League will be coming to Storytime once a month.

--There has been progress on the café—wiring is being completed for the computers and this space will become a Tween/Teen space. It should be available in September.

--The high school book club (LOL) will continue and visits by all of the 6th grade classes are still being figured out.

Katie: --The annual book sale will be September 10-12. Friday is the Friends of the Library preview sale. Volunteers to sort books are welcomed!

--Fall programming includes an Iowa Humanities program about POW camps

--Yoga on the lawn has gone well

--Interviewing continues for new staff members

E: Director's Report:

--A STEM conference possibly could be held at the MPL December 6-10.

--Shelves are going to be moved in the youth department

--Work continues on securing programming for the March Holocaust Exhibition

--The library continues to be a vaccination site

--“Meeting Owl” is a new tool to be used in meetings that will use a camera to include the people in person, but also those at home. MICA, the Y and Martha Ellen Tye Foundation are using this tool and like it. Possible uses would be book discussions, staff meetings and programs.

--Still no information on the new budget

--There might be a special sale for the Lennox collectibles donated by Gary Thompson.

Public Comment: Jeff Hutton announced that the Friends of the Library will be hosting a Dave's Cakes coffee cake fundraiser for the library. It will take place during the book sale on Friday and Saturday, September 10 and 11. \$5.00 from every sale will be given to the Friends

The next meeting will be Tuesday, September 21, 2021, at 5:00pm.

The meeting was adjourned at 5:58pm.