

Indianola Public Library
Board of Trustees Meeting Minutes
January 12, 2021

(This meeting was held remotely using Zoom due to the COVID-19 pandemic. The meeting was made open to the public via reserved space at the IPL and following social distancing guidelines as well as a public comment form.)

Present: Library Director Michele Patrick, Cyd Dyer, Colleen Willmott, Tom Smith, Andy Brittingham, and Emmett Konrad, Sally Van Dorin and Betsy Freese.

The meeting was called to order by President Betsy Freese at 5:32 p.m.

There were no public comments.

The agenda was approved without change (motion Cyd Dyer; second Sally Van Dorin).

The minutes from the December 8, 2020 meeting were approved (motion Emmett Konrad; second Cyd Dyer)

Trustee Continuing Education: State Library of Iowa, Open Meeting Law and Public Library Boards was reviewed.

Financial Report: Approve Monthly Claims: Motion by Tom Smith and seconded by Colleen Willmott to approve the monthly claims. Motion approved. (Note: Trustee signatures will be added to approved invoices at a later date).

Monthly Financial Reports were reviewed (motion Andy Brittingham; second Sally Van Dorin). Motion approved.

Director's Report: Michele indicated that she would advertise the Adult Services Librarian position again after the offer that was made wasn't accepted. A new library assistant was hired.

Staff is continuing to work on programming and will begin to offer bags with movies and games in them. Michele is also inquiring about the possibility of self-checkout stations and what the potential costs/security requirements would be.

Monthly Statistics: Circulation continues to be slow with the library closed. Curbside is being utilized. Betsy asked for clarification on the adult programs in December. A correction will be made to the report to indicate 0 programs were held in December.

Old Business: Building Update: Michele indicated that committees will be formed as follows:

3 City Council member and 1 member of the Library Board of Trustees

Staff

Community Leaders

There will be an effort to gain community input on the project and the Friends will be important in this process.

New Business:

Policy Review: Continuing Education. Policy changes were reviewed (motion: Colleen Willmott; second: Andy Brittingham) and approved.

Policy Review: Communications Policy. Policy changes were reviewed and approved (motion: Cyd Dyer; second: Sally Van Dorin).

Friends Report: No December meeting

Trustees Comments: No comments.

The meeting was adjourned at 6:03pm. (motion: Emmett Konrad; second: Andy Brittingham)

Secretary,

Colleen Willmott