

Indianola Public Library
Board of Trustees Meeting Minutes
April 13, 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, Andy Brittingham, Emmett Konrad, Sally VanDorin, Tom Smith and Melanie Hundertmark.

The meeting was called to order by President Andy Brittingham at 5:33 p.m.

There were no public comments.

An amended agenda was approved removing the Welcome to librarian Jacynthia West as she was unable to attend the meeting (motion Cyd Dyer; second Sally VanDorin).

The minutes from the March 9, 2021 meeting were approved (motion Emmett Konrad; second Tom Smith).

Trustee Handbook Chapter 2: A Culture of Learning was reviewed.

Financial Report: Approve Monthly Claims: Motion by Tom Smith and seconded by Cyd Dyer 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: Colleen Willmott; second: Melanie Hundertmark). Motion approved.

Director's Report: Michele said that they will be promoting the library during the month April with yard signs and social media posts. The summer reading program will be a hybrid with some activities online and some in person. An open house for "behind the scenes" tours of the library will be held on May 11.

Monthly Statistics: Monthly statistics were reviewed. Michele reminded Trustees that statistics for March 2020 include the library being closed for half of the month.

Old Business:

Building Project: Steering Committee Update: Andy Brittingham updated the Board on the last Steering Committee Meeting. He indicated that the committee has been focused on 4 main ideas: green space, parking, reusing existing spaces, and phased construction.

New Fee Schedule: The board approved the elimination of fines going forward as well as the elimination of past due fines. Patron accounts will instead be frozen until overdue items are returned or replaced. This excludes nontraditional collections. The board approved the proposed plan of notifications and charges. (motion: Tom Smith; second: Cyd Dyer)

New Business:

Sunday Hours: The board approved expanding library hours to include Sundays from 1-5pm year-round effective June 3, 2021. The board also amended the 2021 holiday schedule to include closing the library on Sunday, July 4 and Sunday, December 26, 2021. (motion: Melanie Hundertmark; second: Emmett Konrad)

Policy Review: Program Policy: Policy changes were reviewed and approved. (motion: Colleen Willmott; second: Sally VanDorin).

Friends Report: There was no March meeting to report.

Trustees Comments: No Trustee comments

The meeting was adjourned at 6:15pm. (motion: Cyd Dyer; second: Sally VanDorin)

Secretary,

Colleen Willmott