

**Marshalltown Public Library
Board of Trustees
December 14, 2021**

Members Present: Allan Thoreson, Judy Lindholm, Chad Hammar, Jim Lowrance (remote), Maureen Lyons, Ruzan Morrison
Absent: Tonya Gaffney
Staff: Sarah Rosenblum, Katie Fink

Vice President Allan Thoreson called the meeting to order at 5:00pm.

Minutes of the November 16, 2021 meeting were approved as written.

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

Old Business:

--It has been confirmed that Michael Bornstein, one of the youngest Auschwitz survivor, will speak during the Holocaust event on Thursday, March 31 at 10:00am. The exhibit will run from March 25-May 6.

New Business:

A: Internet Policy Review: Policies need to be looked at every four years. The biggest change in the current policy is that patrons will no longer need a library card to use a computer. Guest passes will be given to those without a library card. It was moved/seconded (Lindholm/Hammar) to approve the revised policy. Passed.

B: Budget: Sarah, along with Judy and Jim, will be meeting with the City Administrator and the Finance Director to discuss the new budget. They will propose the elimination of fines for all materials except DVDs. The City has not received valuations from the County yet, so no hard numbers are available for the budget.

C: Staffing Update: The library clerk position has been offered to a candidate, but the pre-employment work has not been completed. Vacant positions include the volunteer coordinator and a library services clerk.

D: Staff Reports:

Katie: Work continues on the online room booking and the online calendar with hopes of launching them in January.

Joa: She will be meeting with school administration in January to discuss uses of the new bookmobile. She cited a good example of how eliminating fines will be beneficial to students.

E: Director's Report:

--Planning for the Holocaust event continues as the full plan must be submitted by the end of January.

--The Friends of the Library received an anonymous donation.

--Dave Daters, the Facilities Manager, will be working on a few building repairs left over from past storms and also the new building generator.

Public Comment: There was no public comment.

The next meeting will be January 18, 2022.

The meeting was adjourned at 5:48pm.