

Marshalltown Public Library
Board of Trustees
October 18, 2022

Members Present: Tonya Gaffney, Kevin Pink, Ashtyn Beek, Jim Lowrance, Maureen Lyons, Ruzan Morrison (remote)

Absent: Judy Lindholm

Staff: Sarah Rosenblum, Katie Fink, Joa LaVille

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

The minutes of the September 20, 2022, meeting were approved as written.

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

Statistics: Stats show that electronic downloads are double the number pre-Covid.

Old Business: There was no old business.

New Business:

A: Midwest Pano Presentation: Holly Adkins presented features of Midwest Pano, a way to highlight the library through marketing photos through Google. Programming, education and more can all be shared via email and social media. Written content, hours, pictures, links and graphics can all be featured and are customizable. West Des Moines, Ames and Fort Dodge libraries currently are customers. Pricing depends on the number of photos and what the library chooses to highlight. Hosting fee is \$189/year. The board agreed that this service should be pursued.

B: Budget Update: There will be a city election in March to vote on a franchise fee, which will help fill the void in the city budget. Budget meetings with the departments will take place in November. Board members are welcome to attend. Large increases have been seen in the library's digital budget as well as utilities.

C: Staffing Update: The Outreach Services Coordinator has begun and has met and traveled with the Iowa City bookmobile staff. Candidates for the Library Services Clerk position are being interviewed and they hope to hire soon.

D: Staff Reports:

Katie:

--Katie is meeting with the Marshalltown School District IT staff to finalize how to make a student's ID number also their library card number.

--A new exhibition, sponsored by ALA, "Worlds on the Move," will travel to 15 libraries in 2023-2025. Katie is taking the lead on applying for and securing partners for this exhibit.

Joa:

--6th grade in-person visits have begun and there seems to be a more "normal" feeling this year. The number of students with lost books and bills has been reduced..GREAT!

--The library will partner with the CBD again this year and be a stop on the "Haunt the Block."

--The physical set-up of the new face-out bins has been completed. Some labeling and reclassifying of some materials still needs to be done. This was a huge project and many thanks to youth staff members, Jessica Ruiz and Debbie Van Gundy.

--There is a new "welcome" collection in the non-fiction collection with newly added Burmese, Russian and Ukrainian language books.

--Conversation Circles are returning as several high school students are interested in informal conversations.

--Teens have shown an interest in volunteering.

E: Director's Report:

--Sarah has been working on the state's annual report which is due the end of October.

--The Marshalltown Library was highlighted in the Holocaust Museum's brochure---the ONLY library to be mentioned!

--The service organization, Modern Woodmen, has offered a \$500 matching gift.

--The Friends of the Library will meet November 6 and they are looking for new board members.

--The Community Foundation has announced its 2023 emphasis as, "Community Literacy."

--Sarah will meet with a local solar company who recently installed solar panels at the landfill.

--100 Women Who Care will be meeting soon. If selected, funds could be used to buy items for the bookmobile.

--No new information on the delivery of the bookmobile.

F: Board photograph: Maybe next month

Public Comment: There was no public comment.

The next meeting will be Tuesday, November 15, 2022, at 5:00pm.

The meeting was adjourned at 5:53pm.