

Marshalltown Public Library
Board of Trustees
November 15, 2022

Members Present: Tonya Gaffney, Kevin Pink, Judy Lindholm, Ashtyn Beek, Maureen Lyons, Ruzan Morrison

Absent: Jim Lowrance

Staff: Sarah Rosenblum, Katie Fink, Joa LaVille

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

The minutes of the October 18, 2022, meeting were corrected to read that Ruzan Morrison did not attend the meeting remotely.

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

Old Business: There was no old business.

New Business:

A: ILL Policy Revision: Customers have requested old DVDs and currently the ILL policy does not allow DVDs to be borrowed or loaned. The revised policy will allow DVDs to be borrowed or loaned via ILL. It was moved/seconded (Morrison/Beek) to approve the revision of the ILL Policy. Passed.

B: Budget Update: Sarah will soon meet with the City Administrator and the Finance Director to review the budget line-by-line. If it comes to pass that the library's solar system can be updated or redone, it will become a capital expense and Sarah will present that project to City Council.

C: Staffing Update: Rachel Schmidt has been hired as a new Library Services Clerk.

D: Staff Reports:

Joa:

--There has been a change as to when the high school book club (LOL) meets. So far it has been very successful with an increased number of participating students.

--The youth department still is working on weeding and reorganizing the collection.

--Baby Play Day: Numbers are down and might be attributed to rising numbers of RSV.

--Joa is doing outreach to the Y and to Bobcat Academy

--Already looking ahead to summer—programming and summer lunch sites

Katie:

--A grant application has been submitted for an ALA exhibition, "World on the Move: 250,000 Years of Human Migration." If we are one of fifteen libraries selected, the exhibition is "on the road" between 2023 and 2025.

--Ten Hot Spots have been received and are being prepared for check-out

E: Director's Report

--The city has instituted multi-factor authentication for staff computers. Library staff has been given instructions on the use.

--The annual survey for the State Library has been completed and sent in.

--The Friends of the Library will be sending out their annual appeal.

--The Central Iowa Modular Railroad folks will once again display their trains on Friday, Saturday and Sunday, December 9, 10 and 11.

--The library was an election site for the mid-term election on November 8.

--Bookmobile Update: Cher will have a booth at the Tallcorn during the Holiday Stroll. She is working with Sigh Creations on a design for the wrap. Public Works will provide parking space until the new utility building is built.

--A Letter of Concern was received from a community member asking that the library purchase two publications: "The American Rifleman" and "Epoch Times." Sarah and staff reviewed the request and recommends not to purchase the two publications. Tonya accepted the staff recommendation.

F: Board Photograph: Still waiting

Public Comment: John Worden submitted a written form requesting the library purchase two publications: "The American Rifleman" and "Epoch Times."

The next meeting will be Tuesday, December 20, 2022.

The meeting was adjourned at 5:40pm.