

Marshalltown Public Library
Board of Trustees
December 19, 2023

Members Present: Tonya Gaffney, Kevin Pink, Ruzan Morrison, Ashtyn Beek, Erik Hall, Maureen Lyons

Absent: Judy Lindholm

Staff: Sarah Rosenblum, Joa LaVille, Katie Fink

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

Public Comment: The following people spoke during Public Comment: Pete Grady, John Worden, and Ray Mitchem

Approval of the Agenda: It was moved/seconded (Lyons/Morrison) to approve the agenda. Passed.

Approval of the November 14, 2023 Minutes: It was moved/seconded (Pink/Beek) to approve the minutes. Passed.

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

Old Business:

--MOBI will be housed by city Public Works over the winter months to protect Cradlepoint and solar panels on top of the bookmobile from snow and ice.

New Business:

A: Budget: The library director, Judy Lindholm and Kevin Pink met with the city administrator Joe Gaa and finance director Diana Steiner to discuss the budget process for next year. Things are on hold until the city receives the valuations from the county in early January 2024. There is a possible \$223,000 cut due to the loss of the library levy. The finance sub committee (Lindholm, Pink, and Morrison) and the library management team will meet to discuss options soon after valuations are received. Joe Gaa explained to the board that a portion of the levy funds will still be collected in the general fund depending on the growth in valuations from previous years; his recommendation to the council will be that the funds still collected are allocated for the library and others who have lost levies.

B: Staffing Update: Two library assistants, Michael Gabler and John Halverson, have been hired and are being trained. Reference Librarian Jasmine Fisher has resigned her position and will be done effective 12/27/23. The position is open until filled.

C: Staff Reports

Joa:

--Joa reported on MOBI and plans for hopefully having outreach events at Title I reading nights at each of the elementary schools this year.

--Joa has been involved with discussions of Bobcat University (summer school program for MCSD) and there are plans underway for each session of BU to visit the library.

D: Director's Report:

- Maintenance has been happening on MOBI—Jensen Ford added running boards to the side of the vehicle and Høglund serviced the lift on the back of the vehicle.
- Library Furniture International (LFI) visited last week and there are plans to add more DVD shelving and display shelving in the adult area. LFI also provided suggestions for adding more seating in the youth area. This will be paid for by the Friends of the Library.
- The building will be 15 years old in a few days.
- Sarah is serving on the Homelessness Task Force for the city.
- The library has subscribed to Ryan Dowd's homeless training for staff for a year—this provides training that uses a trauma-informed response. Staff participated in a free de-escalation training on our last staff day and found it helpful.

The next meeting will be Tuesday, January 16 at 5:00pm.

The meeting was adjourned at 5:45 pm.