

NORELIUS COMMUNITY LIBRARY  
BOARD OF TRUSTEES REGULAR MEETING  
October 27th, 2021

MINUTES

Call Meeting to Order-

Roll Call –Peterson, Zupp, Skoog, Phipps,  
Director Walley

- I. Additions to the Agenda/Agenda Approval – JZ, TS, all votes in favor.
- II. Approve Minutes of Previous Meeting- JZ, TS, all votes in favor.
- III. Guests: Mayor Soseman , Denison Library Friends per Joanne Sachau, City Council per Dustin Logan.
  - A. Mayor Soseman suggested posting on Facebook about the various services the library offers.
  - B. Dustin Logan suggested having an online payment portal through the city of Denison.
- IV. Correspondence- None
- V. Approve Bills- four members present signed the sheet.
- VI. Director's Report –
  - A. Monica, Michelle (Asst. Dir.), and Katie (Children's Librarian) went to ILA conference in Des Moines. Monica reported that the conference was very good.
  - B. Staff Development on Monday following the ILA seminar. Two board members attended as well as Mayor Soseman. A major takeaway was from the book "13 ways to kill a community".
  - C. Monica met with Crawford County Historical Society to put together a murder mystery event for on 2/13/21 and will be held at the Library. This is a Sunday. This will be a fundraiser put on by the Friends.
  - D. Monica had Trustee orientation with Michael Phipps.
  - E. Monica went to city council meeting and city planning session.
  - F. Management Team Meetings are continuing 2x per week.
  - G. Linda McCann held another event here and there were 12 attendees. The event was about the Civilian Conservation Corps.
  - H. Library has started Crafternoons on the first Friday of every month. The first one was October 1 and only had one attendee. The next one is in November.
  - I. Color Me Calm was on the 19<sup>th</sup> with 8 attendees.
  - J. Teen Programming involved tabletop role playing and this included four attendees. It will be put on again.
  - K. Katie is going to pre-schools for children's programming. There is Family Storytime, "My First Storytime" and bilingual story time.

- L. On October 14, Loess Hills came in, per Melanie Bruck. She did the virtual story times all year. The topic was about “Pumpkins: More Than Just Carving”.
- M. Trick or Treat Story Time will be on October 30 in the Library.
- N. Library will be participating in the Market in the Park event at Washington Park on 10/30/21. The library is giving out a Halloween book for kids. There are 100 books and when they are out, we will pass out other books that we already have on hand.
- O. Meeting room usage has gone up this month. There have been 52 meetings serving 240 patrons.
- P. Fine Free Update – this has been appreciated by the community. Folks with damaged or lost materials are still paying and can make payments.
- Q. Monica shared some results from the staff development day.
- R. Dean Fagen report – Monica commented she did not see this from Terry Crawford in April because it went to her spam. She is now checking it more often.
- S. Mary Morgan is a local author who does book binding and she has asked to do a book binding class/tutorial. She’s suggested a speaker’s fee of \$50.00 and people who come would pay \$30.00 for their materials. The board is fine with her being paid as a speaker but not charging people for supplies; we’d prefer a demonstration-type of seminar.
- T. Monica would like the Board to consider a square-reader. This incurs a 3% charge for the transaction itself.

VII. Unfinished Business

- A. Upgrades/beautification of grounds project
- B. Joann was upset about the difference between one of our meetings where we were considering an outdoor pergola and the next meeting when we were talking about an expansion.
- C. Larry shared opinions of staff from the survey put together by Friends as to what they would like to see for an addition.
- D. Jennifer will attend the next Friends’ meeting.

VIII. New Business:

- A. New Board Member-Michael Phipps -
- B. Trustee Training-New Handbooks – Monica passed out 2021 handbooks.
- C. Date for November Board Meeting – 11/18/21 will be the next meeting due to holidays.
- D. Joanne advised that the White Elephant sale will be the 19<sup>th</sup> (9-5) and the 20<sup>th</sup> (from 9-10). There will be a bake sale and items for sale.

VIV Monthly Reports

- A. Library Accounts – All members reviewed the financial information.
- B. Monthly Library Report - Circulation & Acquisitions/Collection. Jennifer asked about the “19” users of tablets if tablets were not available.
- C. Denison Library Friends Report- None other than items mentioned by Joanne.

IX. Committee Reports

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| 1. Book & Policy    | (Bergamo, Bock, Skoog) – nothing new     |
| 2. Finance          | (Bock, Phipps, Zupp) - nothing new       |
| 3. Technology       | (Phipps, Velasquez, Zupp) – nothing new  |
| 4. Facilities       | (Bergamo, Bock, Skoog) -                 |
| 5. Public Relations | (Bergamo, Velasquez, Zupp) – nothing new |

JZ, TS – move to adjourn, all votes in favor.

Next Board Meeting      11/18/21 at 5:15 p.m.