

EVANSDALE PUBLIC LIBRARY
MONTHLY BOARD OF TRUSTEES MEETING
Monday, October 21, 2019 – 6:00 p.m.

Call to Order: The meeting was called to order by President Nichols at 6:05 p.m.

Roll Call: Present: Borwig, Brown, Clements, Kettwig, Nichols, Pritchett and Rasanen
Absent: Johnson
A quorum was present.

Approval of September 16, 2019 Monthly Meeting Minutes: Kettwig moved to make a motion and Pritchett seconded to approve the Monthly Meeting Minutes for September 16, 2019. Ayes – 7, Nays – 0. The motion carried.

Approval of bills to be paid in October: Clements moved to make a motion and Nichols seconded to approve the bills to be paid in October. Ayes – 7, Nays – 0. The motion carried.

Treasurer's Report: Pritchett read the Treasurer's report.

Circulation Report: Reviewed by Board of Trustees (BOT)

Old Business:

- A. Relocation of sign on building:** Waiting on the superintendent to trim the bushes on the South side of the building. Looking for an opportunity to put up another Library road sign coming from Dubuque road. This will be put on November's monthly meeting.
- B. Library Survey – Creative Impact:** If someone went to Creative Impact to do the inserts to the Evansdale News it would cost \$50.00. If nobody from the BOT volunteers to do the inserts than it will cost \$250.00. (\$50.00 for the copy and \$200.00 for the insert). This must be completed at Creative Impact and there is a deadline. Friends of Library will work with Direct Jensen on getting the inserts out and will cover the cost.
- C. Library circuit training update:** Brown, along with Director Jensen, went to the Center of the Arts for a class regarding Understanding Audiences for Community Engagement and Support. His take was about creating messages, fundraising, Facebook etc. when you are communicating with the community. He anticipated more group discussion instead of individuality learning. The website is "everylibrary". Director Jensen's take on it was on the talking points to advocate for the library in the most positive way.

New Business:

- A. Review/Revision/Approval of changes to Library Hours** – Tabled for November meeting
- B. Review/Revision/Approval of changes in Employee Benefits** – Tabled for November meeting
- C. Review/Revision/Approval of Library Bill of Rights** - Pritchett moved to make a motion and Borwig seconded to approve the Library Bill of Rights with no changes. Ayes – 7, Nays-0. The motion carried.
- D. Review/Revision/Approval of Card Issuance Policy** - Borwig moved to make a motion and Nichols seconded to rewrite sentence 1 and 3 into 1 sentence only stating “To be issued a library card you must present a valid photo ID and proof of address if different from photo ID. This card will be issued without charge”. Ayes – 7, Nays-0. The motion carried.
- E. Review/Revision/Approval of Cellular Phone Use Policy** – Rasanen moved to make a motion and Nichols seconded to rewrite sentence 2 with - If a library patron accepts a call while in the library, they **“May be asked to”** move out of the library. Ayes – 7, Nays-0. The motion carried.
- F. Request to close the library on Halloween night early** – Rasanen moved to make a motion and Kettwig seconded to close the library at 5 p.m. on Halloween night. Ayes – 7, Nays-0. The motion carried.

Discussion: Director Jensen stated that something came up from ALA that they wanted library’s to be aware of. A particular publisher, Macmillan, is trying to make a rule that only 1 e-book can be purchased in the first 8 weeks of its release, creating longer hold lines and less access. There is a petition on the library’s website asking the publisher to not do this, but then they had to fall back on the “Bill of Rights”. ALA doesn’t want to not purchase from them as they are a top publisher so that is why they are doing a petition.

Director Jensen also informed the BOT of the open access history. In 2018 we received \$1595.64 and in 2017 we received \$1510.00. This year (2019) we received \$2380.06 because of our accreditation. The state aid has to be spent by June 30th of each year.

Adjournment: The meeting was adjourned at 7:13 p.m.

Respectfully submitted,

Jenny Borwig, Secretary