

EVANSDALE PUBLIC LIBRARY
MONTHLY BOARD OF TRUSTEES MEETING
Monday, April 19, 2021 – 6:00 p.m.

Call to Order: The meeting was called to order by President Hansen at 6:00 p.m.

Introduction of and Welcome to Newest Board Member: Joel Osborne introduced himself and was welcomed by the board.

Roll Call:

Present: Dallenbach, Hansen, Osborne, Peterson Deb, Peterson TJ, Wilson, and Pritchett

Absent: Walker

A quorum was present.

Approval of March 15, 2021 Monthly Meeting Minutes: Hansen stated he would like to see the lines in Old Business subparagraph A, “The proposed compensation package does not include health insurance, takes the Director’s hours down from 34 to 29 and the Assistant’s from 23 to 15. It also changes the paid holidays, eliminating Christmas Eve day and the day after Christmas,” removed as they weren’t discussed at the meeting. He feels the hours of 34 and 23 are not factual and says that it was not in the “original” (draft) minutes. Wilson questioned why it’s in writing then with Bob Walker’s name on it. Hansen said the minutes are turned in to the Director and “she makes corrections and additions, apparently, as she sees fit.” Ella Givens in the audience, asked if the minutes could be read. Pritchett read the section in question. Hansen moved to remove the section in question from the minutes, Dallenbach seconded the motion. Ayes – 3. Abstentions – 3. One member did not vote. Hansen asked how many people were present. Director Jensen said 7. The motion failed. Hansen said this item and insurance should be made an agenda item next month.

Approval of bills to be paid in April: Hansen made a motion, and TJ Peterson seconded to pay the bills in April. Ayes – 7. Nays – 0. The motion carried.

Treasury Report: Nothing was reported this month.

Circulation Report: The circulation report was reviewed by the board. Pritchett asked Director Jensen if she thought things were picking up with the pandemic starting to wind down. Jensen said the numbers show that the items circulated are but we do comparisons from the previous month and the same month from the previous year and it’s an unfair comparison because a year ago during March was when the library shut down for COVID and she said next month’s will be even higher because we were not open at all during April 2020.

Old Business:

A. Confidential Patron Feedback

Hansen said he felt this was needed and stated Dallenbach was involved. Dallenbach said she looked at the library’s website and saw that we use MCHSI but said they could set up a Gmail account and wondered if something could be added to the website to direct people there.

Hansen asked if that would be confidential though. She said it would be. He said his concern was getting the information out so people know they have a way to complain. Dallenbach felt that the website should be the avenue used and that they shouldn’t be soliciting outside of that and people should take the initiative to find how to make a complaint, but she said that things change and that old feedback should be voided if it’s that long ago. Pritchett agreed that old

grievances shouldn't be considered. Deb Peterson asked if that was something that could be added to the library website and Jensen said yes. Ella Givens asked if there was a suggestion box for the library and Jensen said no. Dallenbach said a letter could be mailed to the library.

B. Service Continuation Plan

Director Jensen handed out a list of the duties that she accomplishes on a daily, weekly, monthly, quarterly and annual basis and said it was an ongoing list as things come up that she forgot about and adds to the list. Dallenbach noted that at the last meeting Director Jensen said she had a listing of all passwords and Jensen said she does along with a folder of "cheat sheets" like how to do overdues, how to run the reports for databases, etc. Dallenbach moved that the service continuation plan was resolved. Pritchett seconded. Ayes – 5. Abstain – 1. Nays – Hansen. The motion carried.

New Business:

A. Board Voting

Hansen said this board has always used five votes to pass something and that in a meeting with the mayor and a councilman it was addressed that the city uses a majority of those present and recommended the library does the same as per Robert's Rules of Order. Hansen said as long as he's been a member of the board it's always taken five ayes to pass. Pritchett said it's never been a problem in the past. Hansen made a motion to adopt that policy. Pritchett said she felt it needed to be written before it was voted upon and said she'd like to research it further and asked for a month. Hansen withdrew his motion.

Discussion: Mayor Dewater said at the council table abstentions are rare for voting unless there is a direct conflict of interest and generally not accepted and hoped boards were following suit. Hansen wanted it on record that he vehemently disagrees with the minutes.

Adjournment: The meeting was adjourned at 6:55 p.m.

Wilson pointed out an audience member had something and Ella Givens in the audience asked if the library was going to close or if it was a distinct possibility and discussion continued. Dallenbach said they are looking at the hours to try to keep it open and that's the objective. Pritchett said there are some people in town that say we don't need a library but the truth is we have to provide library service to our residents. Osborne said it's a state law that library service be provided. Hansen said the previous Mayor's feedback was that times are changing and the library needs to make some adjustments. He was appointed to streamline the library and that's what he was trying to do. She asked if he agreed with the previous Mayor and he said he thought the library could stand some tuning up, yes. Ella Givens suggested advertising with a commercial on TV; she's never seen one of those.

Respectfully submitted,

Shannon Jensen, Library Director