

**Coralville Public Library Board of Trustees**  
**February 2nd, 2022**

**A meeting of the Coralville Public Library Board of Trustees was held**  
**Wednesday February 2nd, 2022 at 6:00 pm**

**Present:** The following members of the Library Board were present at the library: Amanda Elkins, Deborah Hatz, Keith Jones, Pat Kenner, Shaner Magalhães, Bob Turnquist. Also present: Alison Ames Galstad (Library Director), Ellen Alexander (Assistant Library Director), Hai Huynh (City Council Representative), Sara Pitcher (Library Assistant – Website and Social Media).

**Absent:** X Cretzmeyer.

President Elkins called the meeting to order at 6:00.

The Board considered approval of the agenda. Hatz motioned approval of the agenda, Turnquist seconded. The motion passed unanimously.

The Board considered approval of the minutes of the January 5, 2022 meeting. There was one typo – should say “Gross said” rather than “Gross aid.” With this correction, Jones moved that the minutes be approved as presented, Magalhães seconded. The motion passed unanimously.

The Board considered approval of the bills for January. Galstad plans on attending the PLA conference this spring. Jones moved that the bills be approved as presented, Kenner seconded. The motion passed unanimously.

Sara Pitcher, Website and Social Media Library Assistant, gave the staff report. She has been working at the library for eight years, and in addition to managing the library’s online presence, she oversaw the Annie Gill Craft Table. This turned into the Crafts-to-Go for adults. Pitcher showed the Board each of the social media sites she manages for the library, and showed them a bit of the new website which will launch on Monday. Magalhães asked if there will be a donation button on the new website – Galstad is working on getting this instituted.

The Board considered a proposal for supporting a shared social work/community outreach staff position in collaboration with the Coralville Community Food Pantry IDPH grant project, which Galstad had sent them earlier in the week. This year, Galstad suggested Enrich Iowa funds, which have already been received, go in support of this position. Also trust and agency funds would be available to help. We would also like to designate funds given in memory of Lisa Martin for this. Magalhães asked if there is any other similar position in the city – there is not, and it is clearly needed. Kenner asked if Galstad would see this staying as a shared position, or if it makes sense as a library position. Galstad thinks that the library is a logical place for it to be housed, as the library is so accessible. Kenner asked if Galstad has received any pushback to the idea of this position. The only hesitation from the city was the funding. Magalhães moved that the proposal for supporting the position for fifteen months be approved, Kenner seconded. The motion passed unanimously.

Pitcher gave a report on behalf of the Friends. This Friday and Saturday they will be having a free will donation book sale, all in the lower level of the library. The Friends are financially supporting the Dolly Parton Imagination Library, and will be having sign-up for it at their book sale.

The Foundation Board hasn’t met; Galstad is working on scheduling the next meeting. The annual campaign has brought in a bit more in donations, and has brought in a record amount this year.

Galstad gave the Director's Report. She wanted to make sure that the Board members were aware that Pauline Lovetinsky, one of the founders of the Library, passed away.

Circulation was up significantly from last year (last year the building wasn't open for in-person use November 12th 2020 through February 1, 2021). Laptop checkouts have increased, hotspots slightly down. In-library use including study room use, is increasing. We continue to replenish COVID test kits from JCPH and have them for the public to pick up. On February 17<sup>th</sup> we will host another vaccine clinic, for booster shots for those 12 years and older.

We have FEH architects back on board to work on the teen, public computer and reference area remodel. We have also asked them to look at the café space. Jones asked how this is being funded. Galstad explained that that lease money from the café space went into a reserve fund, and also there are reserve funds set aside from the general budget for specific aspects of this project. Galstad will bring a list of balances of trust and agency funds to the next board meeting.

February 8<sup>th</sup> is ILA Lobby from Home Day, and March 8<sup>th</sup> is supposed to be Library Lobby Day at the Capitol, but it has not yet been decided if this will be in person or via Zoom.

The Chilly Challenge over Winter Break for 1<sup>st</sup>-12<sup>th</sup> graders and Busy Bears for ages 0-6 had 136 registered, 79 finished. Crafts-to-go continue to consistently go out. WARM kicked off last week, 121 are registered so far.

The meeting adjourned at 7:00.

The next meeting will be Wednesday March 2<sup>nd</sup>, 2022.

Respectfully submitted,

Ellen Alexander  
Assistant Library Director  
(Subject to approval at the March 2022 meeting.)