

Coralville Public Library Board of Trustees
February 10th, 2021

An Electronic Meeting (pursuant to Iowa Code Section 21.8) of the Coralville Public Library Board of Trustees was held Tuesday January 13th, 2021 at 6:00 pm because a meeting in person was impossible or impractical due to concerns for the health and safety of Trustees, Staff and the Public presented by COVID-19. Until further notice all of our Board of Trustees Meetings will be held electronically only.

Present: The following members of the Library Board were present via Zoom: X. Cretzmeyer, Deborah Hatz, Keith Jones, Pat Kenner, Bob Turnquist, Mitch Gross (City Council Representative). Also present via zoom: Erika Binegar (Children’s Librarian), Madeline Birchfield (UI MSW Practicum Student). The following Library staff members were present at City Hall: Alison Ames Galstad (Library Director), Ellen Hampe Alexander (Assistant Library Director).

Absent: Amanda Elkins, Shaner Magalhães.

President Jones called the meeting to order at 6:00. All board members, Erika Binegar, and Madeline Birchfield attended virtually, while Galstad and Alexander were present at City Hall in order to maintain access for public comment. Public comment was also invited via mail or email. All votes will be via roll call. No one was present for public comment. Alexander introduced Madeline.

The Board considered approval of the agenda. Hatz moved that the Board approve the agenda as presented, Elkins seconded. The motion passed unanimously.

The Board considered approval of the minutes of the January 13, 2021 meeting. Jones pointed out a few typos. Hatz moved that the minutes be approved with those corrections, Turnquist seconded. The motion passed unanimously.

The Board considered approval of the bills for January. Galstad mentioned that that Innovative bill is for our annual maintenance on the integrated library system. Hatz asked about the Tallgrass bill – this was for Plexiglas panels. Jones asked about the deNovo bill – this is for the website redesign. Hatz moved that the bills be approved as presented, Kenner seconded. The motion passed unanimously.

Erika Binegar, Youth Services Librarian, gave a staff report. First, she read the picture book “Dreamers”, by Yuyi Morales. She talked about the positives and negatives of virtual programming – they feel like they are reaching a wider audience, and Jon does a wonderful job of filming. Programs show on Facebook and YouTube. They miss seeing people face-to-face, and doing storytime is very different without the energy of those attending. They have heard lots of positive feedback about the online programming. Erika has been doing an abbreviated version of Wee Read called Wee Rhymes, for babies and toddlers. It is about 8 minutes and Jon puts the words on the screen. Children’s Services had great success with their Zoom Noon Years program – they gave out 50 party-to-go bags before the program. They also did two winter reading programs for kids: Chilly Challenge for K-12, and Busy Bears for 0-5 year olds. These were both offered through ReadSquared online, but they also had paper copies of activity sheets for families to pick up but only gave out two that way. 83 kids signed up for the Chilly Challenge, 68 completed (last year 110 signed up and 55 finished), Busy Bears had 33 sign up and 20 finish (last year 29 signed up and 10 finished). They have named and advertised the service of pulling books for families and are offering them as Book Bundles. This has been popular. They are also offering craft-to-go kits, and are making bird feeders this month. They are in the process of brainstorming activities for Spring Break. Jones commented that Children’s Services has always been one of the real strengths of CPL.

The Board considered strategic planning goals for FY2021. Galstad suggested they start with the advocacy piece of the planning, as we are not currently hiring staff and the outreach goal (bringing the library to the people) is already underway and more of a staff goal than something Board members would take action on. Recruitment for the Anti-Racism Advisory Board will begin, as it will be advertised in the next Connection.

Galstad mentioned that today was ILA's Lobby from Home day, and March 10th is usually an in-person lobby day but will be via Zoom this year. The Board brainstormed other ideas for advocacy, including: staff on radio, the Connection, more content on CoralVision, a specific library newsletter. Gross asked about publishing in other languages, specifically French. Hatz also mentioned the idea of mailing newsletters to assistive living facilities. Cretzmeyer thinks the Beat does a great job of reaching people. The Board will continue to discuss.

Galstad gave a report of the phased reopening of the library. She summarized where we are, and said that resuming appointments and the computer lab has gone well. We are looking for ways to further expand services and access. Galstad met with directors of other Johnson County libraries yesterday. Iowa City Public Library will not let people in the building for more than express browsing and grab & go, or quick computer access until the COVID rate is under 2%. North Liberty is currently allowing 5 people in the building at a time. Most libraries saying they are "open" are asking people to be in and out - Cedar Rapids Public Library says they are open but warns people may need to wait at the door due to capacity limits. Also, youth services librarians in the County are in contact about planning summer reading programs. Local youth services librarians are coordinating so that what they offer is similar so that a library offering anything in person won't be overly crowded. They are talking of doing some concurrent programming such as movie nights at all three libraries on the same night to spread out the crowds. Galstad said she is open to suggestions of Board members. Gross said he has heard nothing other than some questions from other city departments at the beginning of the shutdown. If anything, he said he heard complaints of the library allowing too much access at the beginning. Galstad mentioned that the Recreation Center is limiting much of what they offer to Coralville residents, but this goes against public library philosophies. Hatz mentioned she has heard from many citizens who are grateful for what the library is offering, and also care about employee and citizen safety. Jones expressed faith in Galstad's judgment and confirmed that while he believes everyone would like to open, he believes that the Board would like safety of the staff and public to be considered first.

Cretzmeyer gave the following Friends report that he got from Bill Benson: "Not much news. As a result of Newsletter membership donations were approximately 1500 dollars, We have provided books for the Coralville correctional facility, They were much appreciative and have asked for another load, We also are going to be providing books for the Free little libraries the week of March 4th. Donations still coming in though not asked for, People just put them in the slots, The library has inundated us with books coming out of circulation, The Friends room literally is out of room, (We need a sale!) We have continued to send books to Better World Books, We get a small percentage of sale but it doesn't cost us anything and it reduces our inventory."

Galstad reported that the Foundation is set to meet one week from today. The annual campaign has brought in close to \$13,000.

Galstad gave the Director's Report. Circulation remains at around 56% of "normal", but the ratio of ematerials to physical materials is much higher, with around 45% of total circulation being ematerials. Still, around 9700 physical materials went out of the building in January – all by curbside or mail. The hotspots continue to be in high demand. Other materials are quarantined for 72 hours after they are returned, but hotspots are not because they are easier to clean and in such high demand. Kanopy has been extremely popular. Many holds are being placed online by patrons, though we are happy to place holds for people who call as well. The programming statistics are for all virtual programs. We had five uses of the Zoom account for virtual meeting rooms in January. Alexander mentioned that Libby users will now see magazines in addition to ebooks and eaudios, as our electronic magazine provider (Recorded Books) was purchased by Overdrive. Galstad reported that the budget process is proceeding and she is optimistic that no further cuts will be needed. Erika already reported the winter break reading program statistics. W.A.R.M. is underway, and people can participate online or pick up a log in person if they wish. There are alternating weeks of crafts-to-go for kids, teens, and adults once per month. The event tomorrow night is a collaboration with ICPL, NLCL, and the UI Libraries. There is a cost to it as it is a fundraiser, and the libraries will share

proceeds.

The next meeting will be March 10th.

There was no other business.

Kenner motioned for adjournment, Turnquist seconded. The meeting was adjourned at 7:25.

Respectfully submitted,
Ellen Alexander
Assistant Library Director
(Subject to approval at the March 2021 meeting.)