

Coralville Public Library Board of Trustees
March 2nd, 2022

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

Present: The following members of the Library Board were present at the library: X Cretzmeyer, Amanda Elkins, Deborah Hatz, Keith Jones, Pat Kenner, Bob Turnquist. Also present: Alison Ames Galstad (Library Director), Ellen Alexander (Assistant Library Director), Hai Huynh (City Council Representative), Beth Bartlett (Library Assistant – Serials), Leah Hull (UI Social Work practicum student).

Absent: Shaner Magalhães.

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

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

The Board considered approval of the minutes of the February 2022 meeting. Jones moved that the minutes be approved as presented, Turnquist seconded. The motion passed unanimously.

The Board considered approval of the bills for February. Turnquist asked about Pigott. Pigott is formerly Saxton; the invoice is for upgrades to some office furniture for four staff workstations, including the two new staff members. Hatz asked about the ValueLine invoices. ValueLine is a financial database; one of the payments is actually to Iowa City Public Library for our portion of total invoice for online access to ValueLine; the other invoice is for our print edition. Hatz moved that the bills be approved as presented, Jones seconded. The motion passed unanimously.

Beth Bartlett, Library Assistant - Serials, gave the staff report. Beth has been working at CPL for 17 years. Her main duties include processing of serials and newspapers, including weeding and renewing. She also works at the circulation desk regularly, and orders supplies. She also assists with furniture orders, nametags, keys, lockers, and is the contact with the water shop. She helps with many special events, such as the 4th of July parade entry, as well. We have lost many serial titles over the last couple of years due to them no longer being published or moving online only. She showed the Board the online magazine collection, which is part of the collaborative purchases of Digital Johnson County. She explained that the New York Times is no longer offering delivery to our area; we are getting it by mail. Galstad wrote a letter to them with other area library directors.

The Board reviewed the Collection Development and Materials Selection Policy and that Statement of Concern About Library Resources. Because of recent news of challenges both nationally and in Iowa and recent proposed legislation, we chose these policies to review. The suggested draft of the Collection Development Policy has a section that was added to highlight our responsibility to represent diverse viewpoints in the collection. Elkins suggested that all policies be looked at with the goal of using non-binary language in them. Hatz moved that both policies be adopted with proposed changes; Kenner seconded. The motion passed unanimously.

The Board considered the Volunteer Service Award nomination. There was a nomination that was made two years ago, but the Friends have not had an annual meeting the last two years because of COVID so the award had been temporarily suspended during that time. Kenner moved that the award be given to the nominee, Melissa Mandernach. Cretzmeyer seconded. The motion passed unanimously.

Galstad updated the Board on Library access and services. She had previously shared concerns that a member of city council had expressed about not opening the library quickly enough. Much of the library is moving back to normal in terms of furnishings – soft seating in the adult wing has been uncovered, children’s computers will be returning soon. The children’s area has been the trickiest for many reasons: kids under 5 can’t yet be vaccinated, storytime has been moved out into the main area from the storytime room, and the nature of what is covered and the people using it. Some things seem to have changed for good – some programs will continue to be offered in a hybrid fashion, for example. Jones asked Huynh if she thinks that the concern reflects the feelings of city council as a whole. Huynh believes it was a personal point of view. Although the mayor recently lifted the mask mandate in city buildings, she wants each building to have the power to keep those using the facility safe. Galstad said we have been trying to remain positive about mask use without requiring it, so that we can be flexible via-a-vis community trends, and will update the board next month.

Cretzmeyer gave a report on behalf of the Friends. The book sale went well. A boy scout troop helped with setup. The annual meeting will be held on April 21st, and will include a presentation about the Imagination Library.

The Foundation Board met last week. Jones reported that they reviewed their financial situation. Their annual mailing brought in around \$16,000. They reviewed their policy for distributing funds for library use, and brainstormed ideas for fundraising opportunities. They still have a few seats open on their Board. They elected Jones as president and Cretzmeyer as vice president.

Galstad gave the Director’s Report. Circulation was up slightly from a year ago. Circulation of physical items remains at around 73% of total circulations. Laptop and hotspot checkouts seem to have hit capacity. In-Library use statistics all point to there being many more people in the building. Covid test pickups has slowed way down, but we continue to have them available for the public. Staff will meet with FEH architects this Friday to discuss the first concept drawings of reworking the teen area and reference areas.

Winter Adult Reading Month concluded with 315 participants and 173 completed logs. This is more than twice last year’s participation, and is the highest participation ever. 220 kids have been signed up to take part in the Dolly Parton Imagination Library.

We will have a staff in-service on March 10th. We will revisit and build on the strategic plan, cover emergency procedures in videos, and have Sam Helmick from ICPL to talk about book challenges.

Jones asked about the amount listed under “gift” in the deposit amount. Galstad explained it is reimbursements from Orkin and a materials vendor.

Galstad confirmed that the upcoming ILA Lobby Day is in person.

Alexander introduced Leah Hull, who is the UI School of Social Work practicum student this semester.

The meeting adjourned at 7:15.

The next meeting will be Wednesday April 6th, 2022.

Respectfully submitted,

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