

Coralville Public Library Board of Trustees
March 6, 2019

Present: Lindsay Bland, X. Cretzmeyer, Keith Jones, Shaner Magalhaes, Ellen Hampe Alexander (Assistant Library Director) Mitch Gross (City Council Representative).

Absent: Amanda Elkins, Deborah Hatz Lisa Martin, Alison Ames Galstad (Library Director).

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

The Board considered approval of the agenda. Jones moved that the agenda be approved as presented. Bland seconded. The motion passed unanimously.

The Board considered approval of the minutes of the February 6, 2019 meeting. Bland moved that the minutes be approved, Jones seconded. The motion passed unanimously.

The Board considered approval of the bills for February. Jones asked about the payments to Mango languages, Kanopy, and Ebsco. Alexander explained that Mango is an annual cost for a language learning database. Ebsco is the annual print magazine subscription, and Kanopy is a deposit account for our streaming video service. Cretzmeyer motioned that the bills be approved as presented, Bland seconded. The motion passed unanimously.

The Board considered appointment of the T. Patricia Dee Volunteer Service Award Committee. Last year was Elkins, Pulkrabek, and Martin. Magalhaes appointed Amanda, Lindsay, Jones.

The Board reviewed the Gift Policy. Gross asked about point #6 in the policy, which says no gifts are accepted “unless given to the Library without restriction.” This point was discussed. We definitely take suggestions of what gift or memorial money be spent on, but do not want restrictions such as how long something is retained or how it is handled in the collection.

Alexander gave a Friends report from Bill Benson. The Friends’ Annual Meeting will be held on April 25th. The last book sale brought in \$2040, and they sold lots of bags of books for \$3 each. Cretzmeyer offered to give reports from the Friends. Bland mentioned that it would be nice to be able to find a way to pay for Friends memberships online via credit.

Jones gave a Foundation Board report. They have met since the last Board of Trustees meeting. Claire Hird came to meeting with spreadsheets of annual mailing, with lots of great information. The annual mailing campaign has gone well, raising well over \$10,000. The Foundation Board is having an ongoing conversation about what to do for fundraiser. They haven’t totally given up on Putt Fore the Library. They reviewed the goals for the year. Nancy Williams, the newest member, attended her first meeting.

Alexander gave the Director's Report:

Circulation was fairly steady this February from the previous year. People coming into the building was down slightly, and wireless use, Overdrive use, RBDigital use, and Kanopy use all continue to increase. The University Writing Center has been holding a Community Writing Help time in one of our study rooms on Tuesdays 3:30-5:30, and this Tuesday finally had two participants. We will continue to advertise. There was \$1000 given in memory of Doris Newman, and we received our county funding, which was \$29,447.50.

This year’s W.A.R.M. program had fewer overall participants (201) than in previous years, but a higher completion rate than any year previous. 128 of the participants completed, for a 63% completion rate. There was also a Trivia night on February 26th as part of W.A.R.M., which was fun and well-attended, especially

considering the weather.

Alexander and seven other staff members went to the Iowa Writer's Library on February 21st to conduct an inventory of what's there. We are replacing some lost books and adding some new ones.

On Monday March 4th we upgraded to a new version of Polaris. It went smoothly, and the biggest update that the public may notice is that the public catalog is now "responsive", so fits itself to the size of screen on which it is being viewed.

Eric Mott began as a full-time employee this Monday.

CPL, the Coralville Food Pantry, the Global Food Project, and Monsoon are holding a Global Community Potluck on Friday March 29th. They are asking different ethnic groups to bring samples of cuisines, plus will be featuring art of all kinds downstairs. We may be asking for volunteers.

We have been discussing the idea of a student library card for all ICCSD students that would work at Iowa City, North Liberty, and Coralville public libraries. Alexander explained some of the details and challenges we are looking into.

Jones asked if budget was approved as it was presented to the city. It was.

The next meeting will be April 3rd.

6:44 adjourned.

Ellen Alexander
Assistant Library Director
(Subject to approval at the April 2019 meeting.)