

Coralville Public Library Board of Trustees
May 1st, 2019

Present: Lindsay Bland, X. Cretzmeyer, Amanda Elkins, Deborah Hatz, Keith Jones, Shaner Magalhaes, Alison Ames Galstad (Library Director), Ellen Hampe Alexander (Assistant Library Director), , Sara Glenn (Children’s Services Coordinator).

Absent: Mitch Gross (City Council Representative)

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

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

The Board considered approval of the minutes of the April 3rd, 2019 meeting. Jones moved that the minutes be approved, Bland seconded. The motion passed unanimously.

The Board considered approval of the bills for April. Cretzmeyer asked about the Encyclopedia Britannica – it is now available online only. Jones motioned that the bills be approved as presented, Elkins seconded. The motion passed unanimously.

Sara Glenn, Children’s Services Coordinator, gave the staff report. She talked about many statistics: she has been a librarian for 24 years, has been at CPL 14 years, this time around. Manages several of the collections in children’s department, including about 18,000 items, with a budget of about \$28,000. Monthly, she does 4 programs for preschoolers, goes on 8 outreach visits. The Children’s department has 13 regular programs per month (Saturdays) – roughly 100 kids per month. They are gearing up for summer – will see about 1400 kids to talk about the upcoming Summer Reading Program at school visits in the next few weeks. 150 kids come weekly over the summer just with the camps – SPARK (City of Coralville’s camp), plus Coralville Central.

Ref questions go up from about 500 /mo to 1600 per month in summer!

1400 registered for the summer reading program last year, only 36% finished. This used to bother Sara, then she realized that the point is that we got 1400 people to register, kids seeing that it’s important to an adult to get them registered! People are busy. We don’t know how far anyone got into the program or why didn’t finish – it’s important just that they enjoy coming to the library. Glenn read We Don’t Eat Our Classmates to the Board. A big part of her job is trying to make connection between kids and books, and between kids and the library, and library and the schools. One of the reasons why she does what she does is the connections – connections she gets to make with people.

The Board reviewed the Borrowing Privileges Policies. Recommended changes included striking “at the library” from the third paragraph because sometimes we create cards out in the community, and adding “The Coralville Public Library may grant borrowing privileges to other groups not specified here, and privileges may vary.” Magalhaes asked about the rationale behind age of 14 for getting their own card. Galstad explained that this was lowered since she has been director. Cretzmeyer asked for clarification of the section about patrons of other libraries in Iowa that participate in Open Access. He assumed all Iowa libraries participate, but Galstad explained that it is optional but most libraries do. Elkins motioned that the policy be approved as presented, Hatz seconded. The motion passed unanimously.

AAG updated the Board on the student card project. There is still a lot to be worked out, we are hoping to roll out in the fall. The school district will furnish us with student data, which we will consider proof of address. Lots of behind the scenes work remains for us.

Cretzmeyer gave a Friends report. The annual meeting was very nice and was well-attended. Alison and Karen Stierler gave library updates. The \$1,000 scholarship was given to Harry Westergaard. Magalhaes gave the T. Patricia Dee award to Dave Welborn and Chuck Murphy. Hatz was given a certificate for over 4500 volunteer hours. The Friends have a vacant vice president position. The Friends have a quarterly book sale this weekend, starting Friday. Bland asked if donations are taken at any time. Cretzmeyer said that they are taken at the library year-round.

Foundation Board is meeting on the 20th.

Magalhaes reminded board to give feedback about Alison.

Galstad gave the Director's Report:

Circulation was steady this month, including the percentage that takes place at the self-check machines, at 30%. If Overdrive circulation statistics are taken out of the equation, a little over 55% of circulation is happening at the circulation desk. Wireless and laptop use are still increasing. Overdrive use is still increasing.

Magalhaes asked when the hotspots will be ready to circulate – Galstad said very soon! Cretzmeyer asked if we have a problem with bandwidth and internet speed ever anymore – Galstad said no.

Gifts on the statistics include \$500 from Rotary and \$66 from the Miniature Club.

Alexander reported on the Community Meal June 21st. The Awful Purdies will be playing on the lawn, the Food Pantry is coordinating grilling and sides, and the Coralville Fire Department will be here with a truck and activities. We will be assembling and giving away literacy kits with a fire safety theme courtesy of United Way.

May 29th is SRP Kickoff. This year's theme is A Universe of Stories. Hills Bank is providing t-shirts, teen program support, will be here for signup.

Lisa has decided to resign from the board – feels that she cannot regularly attend meetings. Alison will send a note to the Mayor. She and everyone on the Board expressed gratitude for her time serving on the Board.

The next meeting will be June 5th. The Board will discuss timing for the July meeting and possibly rescheduling at the June meeting.

6:45 adjourned.

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