

**Coralville Public Library Board of Trustees**  
**June 1st, 2022**

**A meeting of the Coralville Public Library Board of Trustees was held**  
**Wednesday June 1st, 2022 at 6:00 pm**

**Present:** The following members of the Library Board were present at the library: X Cretzmeyer, Amanda Elkins, 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), Wendy Stevenson (CPL Acquisitions Assistant).

**Absent:** Deborah Hatz.

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

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

The Board considered approval of the minutes of the May 2022 meeting. Kenner pointed out a few typos – with those changes, Turnquist moved that the minutes be approved, Jones seconded. The motion passed unanimously.

The Board considered approval of the bills for June. Galstad pointed out the CSS bill – this is charges related to getting all of our staff computers updated to Windows 10. Jones asked what Niche is – it is a subscription to training videos both for public (how to use databases) and staff. Magalhaes moved that the bills be approved as presented, Kenner seconded. The motion passed unanimously.

Wendy Stevenson, Acquisitions Assistant, gave the staff report. She gave a handout about herself and her roles at the library. She explained her professional history and also what she is doing at CPL – processing of all new books, digital history library, and acquisitions. She loves that she gets to see all of the new books, and has started sharing some illustrations of new books on Instagram for the library.

Galstad updated the Board on the 2022 Summer Reading Programs. Kickoff was yesterday, and the theme is the same for the adult, teen, and children's programs: Read Beyond the Beaten Path. The Adult program involves reading three books, and also Mike is showing a series of Hitchcock movies. All programs are allowing people to sign up using the Beanstack app, but all three programs also allow a paper option. So far there are 102 adults signed up (87 through Beanstack). There are 41 teens signed up on Beanstack, 14 using paper logs. There are many fun events for teens, including many that are outdoors. 117 kids are signed up, and today was the last day of school. Galstad distributed the calendar of events for children. The t-shirts are back. Cretzmeyer asked about funding for the programs – the Friends gave a lot towards programs; Hills Bank is sponsoring the t-shirts and board books.

Galstad updated the Board on the Community Resources Navigator position and the Community Fridge. We interviewed three candidates for the position (a fourth cancelled and we were not able to reschedule an interview). We have let one know that they are our top choice and are waiting for one more reference. The Community Fridge opened last Friday after the pantry had no food earlier in the week. Huynh reported that it has been going very well – the pantry had to restock Saturday and again on Tuesday morning. Restocking takes between 20 minutes and a half an hour. Kenner asked what is being stocked – it has been premade salads, sandwiches, fruits, yogurts. The hope is that once the new pantry is going, more items can be prepared there to help stock. Kenner asked about how people can donate if they'd like to. We did talk with the architects working on the revision of space about a secure, out of the way box to accept donations, but Huynh really stressed that a lot of the goal is to destigmatize the idea of taking food. People can always

donate to the pantry, but everyone is encouraged to use the fridge.

There was no Friends report, as they have not met.

There was no Foundation report.

Galstad gave the Director's Report. Statistics are in the board packet. Alexander pulled comparable statistics from May of 2019 rather than last year to show how current statistics compare to pre-pandemic. We have been busy, but use of the library has shifted some. Laptops were only for use within the building pre-pandemic, now they are available in-house as well as for checkout. Circulation is comparable, with 74% of circulation being physical items. All digital use is higher than it was in 2019. More people were in the building. We are starting to see larger meetings again. The first ELL class back in the building since the pandemic was held last night, with 6 people attending.

Staff met with a digital signage designer and got quotes for two different packages. Both quotes are in the \$60-65,000 range, which is more than we were anticipating.

There will be a Community Meal on the library lawn on June 17<sup>th</sup> from 5:30-7:30. The Food Pantry is making kabobs and Miriam Girls Club, Grow Johnson County, and the Iowa City Bike Library will be on the lawn with activities. The West High group Cadenza will be performing.

Elkins asked about the book bike. It has been shipped, and we are hoping it arrives this week. Kate Dale is working with a local vendor to get a vinyl decal of the logo as the manufacturer was unable to do that part.

The next meeting will be on July 6<sup>th</sup>.

The meeting adjourned at 6:58.

Respectfully submitted,

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