

Coralville Public Library Board of Trustees
July 10th, 2019

Present: X. Cretzmeyer, Deborah Hatz, Pat Kenner, Shaner Magalhaes, Alison Ames Galstad (Library Director), Ellen Hampe Alexander (Assistant Library Director), Mitch Gross (City Council Representative), Sara Pitcher (Web Resources Assistant).

Absent: Lindsay Bland, Amanda Elkins, Keith Jones.

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. Kenner seconded. The motion passed unanimously.

Welcomed Pat Kenner to the Board.

The Board considered approval of the minutes of the June 5th, 2019 meeting. Cretzmeyer moved that the minutes be approved, Hatz seconded. The motion passed unanimously.

The Board considered approval of the bills for June 14th (end of last FY), which Galstad previously emailed to the Board, and for July 17th. Kenner asked about Baker & Taylor, Galstad explained Baker & Taylor is the company from which we buy a majority of new materials. Hatz asked what Gale Cengage is. This invoice was for a career database. Cretzmeyer asked about the Awful Purdies invoice. This was the group that played at the Community Meal, and the Friends of the Library paid for half of that. Kenner motioned that the bills be approved as presented, Cretzmeyer seconded. The motion passed unanimously.

Sara Pitcher, Web Resources Assistant, gave the staff report. Sara is in charge of the website and social media for the library. She showed the back end of social media. She has other organizations' Facebook sites that she goes through to repost. She has a month in advance of our events scheduled. She uses Tweet Deck for Twitter. She showed several hashtags – #AnnieGillCraftTable – she has been having groups do demonstrations at the table. #cpldalekinvasion is for posts about the current Dr. Who Week events. She took a picture of the board w the dalek to post.

The Board reviewed the memorandum of agreement for the “AIM” Student Library Card project. Galstad had City Attorney Kevin Olson take a look at it – he had no suggestions for changes. Magalhaes asked why City of North Liberty was listed but the other two public library boards were listed on the agreement. This is because North Liberty Community Library's board is an advisory board. He also asked about a provision for replacing cost of lost materials. Galstad said that there will be a way that we will be able to track lost materials that have been checked out as part of this program, and we will monitor loss. He also asked what happens if kids already have a CPL card. This will be in addition to cards that kids already have. Cretzmeyer asked about entering data, if staff would have to do that manually. Galstad said that the plan is for the school district to send the data to us. We should be able to load it into our system with modifications - ICPL is currently figuring out a method to convert that data into the correct format for our ILS. Cretzmeyer asked if one item is returned, can the student get one more – the answer is yes. Kenner asked where the idea came from. Alexander reported that it is partly the result of ICPL's Children's Services Coordinator and the ICCSD lead teacher librarian attending a conference session together and hearing about similar programs around the country. Cretzmeyer moved to approve the MOA as presented. Kenner seconded. The motion passed unanimously.

Cretzmeyer gave a Friends report. There was a book sorting today. Bland had mentioned a way to get the

teens more involved at the last board meeting – Cretzmeyer talked to his wife Linda about this, and she told him that the Friends do regularly get teens helping with the book sorting.

The Foundation Board hasn't met. They will have a meeting after the August board meeting.

Galstad gave the Director's Report:

Statistics – circulation was down 3%, though it's felt really busy. Overdrive is up significantly, all the digital stuff is up other than Kanopy, which is surprising.

Receipts – \$105 from the NN Book Club, for biographies in honor of club members who have passed away. Cretzmeyer asked if, in general, meeting room use up? It does seem to be always increasing.

Building issues – there was a power outage last Wednesday, and many of our emergency lights failed. There was a children's program going on, and the performers kept the program going through the outage.

Maintenance is working on replacing batteries in the emergency lights.. Also, we have had complaints about the site lines at the exit of the parking lot out to 12th avenue. Galstad has passed this on to Transit and Parks, and they are going to take some of the bushes out. One reason the bushes are there is to screen the headlights for the houses across the street. For this reason they will remove only the bushes closest to exit.

There were 536 people in attendance at the community meal – it was very successful.

All of the volunteer slots for the County Fair are filled, as well as volunteer slots for the 5th Street Social.

Next meeting will be August 7th.

Kenner mentioned an author reading she was at recently - Craig Johnson, who wrote the Longmire series, was brought by the Cedar Rapids, Marion, and Hiawatha libraries jointly and was very well attended.

The meeting was adjourned at 7:05.

Respectfully submitted,

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