

Coralville Public Library Board of Trustees
October 4, 2023

A meeting of the Coralville Public Library Board of Trustees was held
Wednesday October 4th, 2023 at 6:00 pm

Present: The following members of the Library Board were present: X. Cretzmeyer, Amanda Elkins, Deborah Hatz, Pat Kenner, Bob Turnquist and Molly Logan Wilson. Also present: Hai Huynh (Coralville City Council Representative; via conference call), Alison Ames Galstad (Library Director), Ellen Alexander (Assistant Library Director), Sara Pitcher (Library Assistant – Website and Social Media).

Absent: Lisa Mellecker.

President Elkins 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.

The Board considered approval of the minutes of the September 6, 2023 meeting. Kenner moved that they be approved, Wilson seconded. The motion passed unanimously.

The Board considered approval of the bills for September. Galstad noted that the Print Express is the invoice for the 150th Anniversary cookbook. ProQuest is for the microfilm of the Press Citizen, which we may phase out sometime soon. The invoice from ICPL was for our portion of the digital magazine collection. This is split based on population, between us, ICPL, and North Liberty. Hatz moved that the bills be paid as presented, Wilson seconded. The motion passed unanimously.

Sara Pitcher, Library Assistant – Website and Social Media, gave the staff report. Sara announced that, due to the influx of Sara(h)s working at the library, she has transitioned to being Sara Jane. As the web resources assistant, Sara Jane manages the website and social media involvement. She went over her multi-faceted TO DO list for the week. She also does a lot of craft programming, including oversight of the Annie Gill Craft Table and the Blind Date with a Cookbook contests. She recently oversaw a Cooking Up History contest which asked participants to make a recipe from one of the former Coralville cookbooks and share a video of themselves. A Head Start classroom at Clear Creek Amana won the contest. Pitcher is also the liaison to the Friends of the Library – October 15-21st is National Friends of the Library Week. She will be doing a talk on the Friends Infographic at ILA. Pitcher is also starting to help with adult programming.

Cretzmeyer reported that the Friends of the Library met on the 28th. They are looking for ideas for having more pop-up sales – they had one at the Iowa City Book Festival author talk that was here. They recently received a donation of 11 boxes of Greek history books. A bookseller will be here tomorrow to look at them. Checks were recently given to the elementary schools. They have rented a storage unit for the donated art. The next book sale will be November 3rd and 4th.

Galstad reported that the Foundation Board will be meeting in November, she and Diana Lundell have been meeting with Robyn Hepker about the mailing which will go out in November.

Galstad gave the Director's Report. Circulation and people coming in were both up about 7% from last year. Circulation was 74% physical items, which is higher than it has been. Wireless use and hotspot use are both slightly down. Elkins asked if there has been any pushback about hotspot checkouts being restricted to only Coralville residents. Galstad hasn't heard of any. The gift money deposited was mostly from the Friends of the Library; we purchased a book cart for them and they are paying for that, they also supported the Banned Books Reading challenge. We sold \$340 worth of cookbooks at the 150th anniversary party on October 1st,

and have since sold \$305. They are selling for \$20, but anyone contributing could get one copy for \$5. They Government Funding on the report is direct state aid that needs to be spent within the year and is meant to supplement our regular budget. Renovation on the west wing of the building will start in early November. The Community Ambassador Program members were recognized at the September 26th City Council meeting. We hosted a Community Meal on September 29th – 565 meals were served and many were boxed for the community fridge. Over 100 vaccines were given (they offered both flu and Covid vaccinations). We had staff at the October 1st Coralville anniversary party, where we highlighted the digital history library, sold Tim Walch books, cookbooks, and wheatpasting postcards. Tim Walch was there to sign his books, as well. It was very well-attended! We also had children's services staff at the ICM's *Move It! Dig It! Do It!* event on October 1st with the book bike.

Marta McDowell will be at CPL to speak as part of the Iowa City Book Festival on October 11th at noon. The Paul Engle Prize event will be two weeks from tomorrow, on October 19th at 7pm. We will close the library at 5:00, set up, and reopen at 6:30 for seating. We will have a reception after. The City of Coralville sponsors the prize, and the Library Foundation sponsors the reception

The Banned Books Week Live Reading Display is up; signup is going very well.
The Iowa City Book Festival is the 8th through the 15th.
ILA will be in Dubuque October 11-13. We have 6 staff members attending, 5 are presenting.

Kenner asked for an update on what's happening at the state level. Galstad said that the Commission on Libraries has become an advisory commission.

The next meeting will be on Monday November 6th (December's meeting will also be on a Monday, December 4th).

Kenner moved the meeting be adjourned at 6:48.

Respectfully submitted,

Ellen Alexander
Assistant Library Director
(Subject to approval at the November 2023 meeting.)