

Coralville Public Library Board of Trustees
June 5th, 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), Mitch Gross (City Council Representative), Karen Stierler (Youth Services Assistant).

Absent:

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 May 1st, 2019 meeting. Jones moved that the minutes be approved, Cretzmeyer seconded. The motion passed unanimously.

The Board considered approval of the bills for May. Galstad will send out another bill list for Board approval via email for the end of the fiscal year. Hatz asked about Shorts and AWE. Shorts is a literary kiosk, which we are purchasing. AWE is stand-alone computers with kids games. We have had two in the children's area for years, they are both being replaced – they are heavily used. Elkins asked about Innovative. This is the annual system maintenance for our Integrated Library system. Cretzmeyer asked Midwest Tapes. We purchase audiovisual materials from them. Elkins motioned that the bills be approved as presented, Bland seconded. The motion passed unanimously.

Karen Stierler, the Youth Services Assistant, gave the staff report. She has been working at CPL for 21 years in August. She has an elementary education degree – she coached for a few years then was in the restaurant business. Retired and got a job here as the ILL clerk. At that time, the SRP was huge for kids but not much was being done for teens. Karen volunteered her hours one summer to do a teen program. She works at the circulation desk and loves getting to know patrons. She said she doesn't do half of her job because Debbie volunteers to do the AV processing. Karen does take care of cleaning the AV with machine. She really loves working with the teens, but this year was a bit harder to schedule with the later school hours. She loves teaching them some accountability, seeing them grow and learn library skills, etc. Does a lot of teen programming, including an ICAN program about college-readiness. She also oversees lots of teens volunteering – some shelve, some work on the website.

The Teen Advisory Board takes a lot of her time. It consists of 17 of teens from 7th-12th grade. She requires interested teens to interview. Sometimes it is hard to decide, but she tries to keep it diverse in terms of age, interests, and gender. They meet once per month through the school year, and are in charge of planning programs. Their goal is to get more teens in the library. A TAB member designed the tshirt for TAB kids this summer. Wearing their tshirt makes them visible to other teens. She passed around the Teen Summer Reading Program booklet, which has a calendar of events for teens. There are around 350 teens sign up for the program this year. This Tuesday she started something new, having teens volunteering at the food pantry every week and it was great. She showed slides from last year's programs, including a list of great sponsors. The Friends give a teen service award based on application letters. Also Bill Benson has gotten grants through Thrivent for the teens to do a project - they made lego kits for Antelope Lending Library.

The young adult area of the library keeps growing – so many good YA books, the young adult market is really growing because they are popular with adults as well. All of our series are numbered on the spine. Karen recently took a class through the State Library about Connected Learning. They talked about finding out personal interests of kids and finding relationships and mentors. To end she showed pictures of teens from past that she keeps in touch with – she finds these relationships the most rewarding part of her job.

The Board reviewed the Exclusionary Zone Policy. Galstad had hoped to have input from Kevin Olson about it, but hasn't been able to get ahold of him. She had gotten feedback from Elsworth Carman about someone who had recently been removed from the registry approaching the ICPL board asking for service. He got advice from IC's city attorney that was different from what he got from the State Library. Our policy is based on what the State Library recommended at the time it was written. The parenthetical part comes right from the State Code of Iowa. Her recommendation to leave it as it is. She will meet with Olson and with Carman soon and will let the Board know what she finds out.

The Board considered the Library Director's performance evaluation. Magalhaes proposed that this be done in executive session. Alexander left the room, and returned when called back.

Cretzmeyer gave a Friends report. Their last book sale was a great success. They gave a bag of books for \$3. Talked about ways to grow intergenerational aspect of Friends. Bland mentioned the idea of the kids who are not asked to be on the TAB starting a coalition of younger Friends.

The Foundation Board did meet. They talked about next steps for fundraising. Bland asked if they've ever considered an after hours event for adults with music and food. Bland said she is happy to help research this.

Galstad gave the Director's Report:

Circulation was very steady from last year to this year. The percentage of checkouts that are at the self-checks is about the same. Overdrive use continues to increase. Laptops use is starting to level out. Kanopy is increasing. Kanopy just changed the model for their collection of children's movies – when someone watches something in the children's collection, we are charged \$5, but the patron then gets unlimited access for the month to the children's collection. Bland asked if the hotspots are ready for circulation. They are, and have been very heavily used.

Receipts – Galstad noticed a discrepancy, Ellen pasted into excel wrong, and will fix the statistical report. . It is fun to look at some of the children's outreach numbers at this time of year, as children's staff are going out into schools and many kids coming in with schools and camps.

Alexander gave a Community Meal update – the meal will be on Friday June 21st from 5-7, there is a signup genius for volunteer signup. Awful Purdies will be playing, the Fire Station will have a truck and a fire extinguisher game on the lawn. The Food Pantry is working on the menu – HyVee will be grilling out, the pantry will be making sides.

The Summer Reading Program kickoff was a week ago today. This year's theme is A Universe of Stories. The door count during the kickoff event was 776. 599 people signed up for a program that night: 153 adults, 93 teens, 353 kids. Currently at 1143 total - 291 adults, 174 teens, 686 kids. Kickoff numbers are all bigger than last year.

It was decided that the meeting for next month will be on July 10th.

Elkins asked what Galstad has heard about the open board position? Galstad heard from mayor that there had only been one applicant so far, was going to check to see if he'll reopen applications from last round.

The meeting was adjourned at 7:20.

Respectfully submitted,

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