

**Indianola Public Library
Board of Trustees Meeting Minutes
June 8, 2021**

(This meeting was held remotely using Zoom and in person. The meeting was made open to the public via reserved space at the IPL as well as a public comment form.)

Present: Library Director Michele Patrick, Andy Brittingham, Colleen Willmott, Emmett Konrad, Melanie Hundertmark, and Tom Smith. **Absent:** Cyd Dyer and Sally Van Dorin.

The meeting was called to order by President Andy Brittingham at 5:34 p.m.

There were no public comments.

An agenda was approved (motion Emmett Konrad; second Tom Smith).

The minutes from the May 11, 2021 meeting were approved (motion Emmett Konrad; second Tom Smith).

The board reviewed Chapter 3 of the Trustee Handbook: Five Primary Responsibilities of Boards.

Financial Reports:

Monthly Financial Reports were reviewed. There will be a change to the Storey-Kenworthy invoice from \$532.04 to \$722.92 (motion: Emmett Konrad; second: Tom Smith). Motion approved.

Unfinished Business:

Andy informed the board that there had not been any new building steering committee meetings since our last Board of Trustees meeting. He expects to have a steering committee update at our next Board Meeting.

New Business:

Michele informed the board that Helping Hand is looking to expand their food access program and would like to place a refrigerator that they would stock and clean in the library. Helping Hand would be responsible for purchasing the refrigerator as well as any electrical work needed to make it operational. Some concerns were expressed by the board regarding the effects this could have on staff, but overall the board was in favor of Michele continuing the conversation with Helping Hand on this project with the condition that if this program was ever not working for the library that they would have the ability to discontinue the program.

Policy Review: Circulation Policy (motion: Colleen Willmott; second Melanie Hundertmark) Motion approved.

Policy Review: Patron Accounts (motion: Colleen Willmott; second Melanie Hundertmark) Motion approved.

Policy Review: Library Service with other Cities (motion Emmett Konrad; second Melanie Hundertmark) Motion approved.

Director's Report: Michele updated the board on the first few programs in the summer reading program. Attendance is encouraging. Public computers were replaced with laptops this month that reset after each use and wipes clean any personal information downloaded or saved. Kelsey Purdy was voted by library staff as the library's nominee for the City's Employee of the Year award.

Monthly Statistics: Monthly statistics were reviewed. There wasn't much increase in traffic in the library during May, but so far June is seeing many more people return to using the library in person.

Friends Report: Michele reported that the Friends are planning Breakfast with Dr. Seuss and Trivia Night for the Spring. Also they have increased their Adventure Pass to include the Blank Park Zoo, Science Center, Botanical Gardens and the Des Moines Children's Museum.

Agenda Items for Next Meeting: No items were discussed.

The meeting was adjourned at 6:11pm. (motion: Colleen Willmott; second: Melanie Hundertmark)

Secretary,

Colleen Willmott