

ESTHERVILLE PUBLIC LIBRARY BOARD MINUTES
Tuesday, May 4, 2021

This meeting was held online via Zoom due to the library's precautions related to the COVID-19 Pandemic since March, 2020.

The link to the meeting was offered to the public on the agenda, which was posted on our front door and on our website.

The Estherville Public Library Board met in regular session at 5:30 p.m. on Tuesday, May 4th, 2021. President Lili Jensen called the meeting to order via Zoom. Other board members present were Kathy Knudson (Zoom), Linda Wiegman (Zoom), Stephanie Franzen Nelson (Zoom), Alan Morphew (Zoom), and Mark Gruwell (Zoom). Also present was EPL Director Tena Sunde (Zoom).

AGENDA: Kathy Knudson made a motion for approval of the agenda. The motion was seconded by Mark Gruwell. No further discussion.

Roll Call Vote (yes or no):

Lili Y Kathy Y Linda Y Pablo Molly Stephanie Alan Y Joe Mark Y

Stephanie Franzen Nelson joined the meeting via Zoom.

HIGHLIGHTS: Sunde shared notes regarding highlights from each area of the consent agenda for May. The minutes, bills, Director's report, and Circulation report were all detailed. Upcoming programming was discussed. Circulation for April was reviewed, with last year's statistics reflecting curbside-only service, while this year's reflects main floor or curbside. Sunde reported on upcoming events including a kit and online-based Summer Reading Program with prizes for all ages based on circulation statistics (no registration required). Trinity grant funding has arrived and items for kits have come in. The postal service has approved our request related to the Imagination Library and registration will open soon.

DISCUSSION OF ITEMS PULLED FROM CONSENT AGENDA: None.

CONSENT AGENDA: Mark Gruwell made a motion for approval of the Consent Agenda. This included the Minutes of the April 6, 2021 meeting, the May 4, 2021 Bills, the May Director's Report, and the April Circulation Report. The motion was seconded by Stephanie Franzen Nelson. No further discussion.

Roll Call Vote (yes or no):

Lili Y Kathy Y Linda Y Pablo Molly Stephanie Y Alan Y Joe Mark Y

PUBLIC COMMENTS: Linda Wiegman has completed a 58-minute session on Empathy-Driven Response to Covid-Related Behavior from the State Library. Lili Jensen has further sessions to report and will send the information to Sunde following the meeting.

BRAINSTORMING: Board members present discussed hotspot funding opportunities. Sunde shared costs from T-Mobile/Sprint, Verizon, and US Cellular. Staff are currently testing a unit on loan from T-Mobile/Sprint to determine whether service coverage to our area is sufficient. Grant opportunities were not as expected, so Sunde wished to gauge the board's comfort level with moving forward under an adopt-a-hotspot funding model.

Sunde informed the board of a problem with flaking of the original tin ceiling in the Group Study Room and inquired whether they knew of anyone experienced in repairs of this type. Morphew suggested asking Lyle Hevern who he had worked with on Studio 12.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

1. COVID-19-related considerations. Sunde shared the current CDC numbers for Emmet County vs. those at our last two previous board meetings (currently Emmet County is at 5.29%). Plexiglass installation was finished yesterday, so she and the staff would like to plan for opening the Children's Department for browsing, 1:00pm-close on weekdays in addition to Saturdays, bringing the full children's collection back to one location. Board members present also discussed putting all wipeable furnishings back in place, allowing volunteers to come back to help host the entry (depending on their comfort level), and holding a hybrid in-person/online board meeting next month. Sunde had presented a draft update to the phased plan to reflect recent changes. Kathy Knudson made a motion accept the updated plan as presented, which Linda Wiegman seconded. No further discussion.

Roll Call Vote (yes or no):

Lili Y Kathy Y Linda Y Pablo Molly Stephanie Y Alan Y Joe Mark Y

2. Consider quotes for computer equipment. Prior to any discussion, Mark Gruwell disclosed that he has an interest in Smart Technology Team Solutions and as such has abstained from any involvement in the library's bidding process, having left that to his business partner. He will also abstain from commenting or voting on this item. Sunde shared the bids, with GCS Tech coming in at \$5,996.40 and Smart Technology Team Solutions coming in at \$7,343.99. The budget for the project was set over a year ago at \$5,360, so both bids are over budget to varying degrees. Board members present held a discussion regarding purchasing local vs. their responsibility to be accountable for public funds. Stephanie Franzen Nelson made a motion to accept the low bid, which was seconded by Alan Morphew. No further discussion.

Roll Call Vote (yes or no):

Lili Y Kathy Y Linda Y Pablo__ Molly__ Stephanie Y Alan Y Joe__ Mark Abstain

UPCOMING BUSINESS:

- Continual policy review

ADJOURNMENT: Kathy Knudson made a motion to adjourn at 6:23 PM, which Alan Morphew seconded. No further discussion.

Roll Call Vote (yes or no):

Lili Y Kathy Y Linda Y Pablo__ Molly__ Stephanie Y Alan Y Joe__ Mark Y

Next meeting will be on Tuesday, June 1, 2021, at 5:30 PM via Zoom or in-person.

Respectfully submitted, Linda Wiegman, Co-Secretary