

ESTHERVILLE PUBLIC LIBRARY BOARD MINUTES
Tuesday, March 2, 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, March 2nd, 2021. President Lili Jensen called the meeting to order via Zoom. Other board members present were Linda Wiegman (Zoom), Stephanie Franzen Nelson (Zoom), Alan Morpew (Zoom), and Mark Gruwell (Zoom). Also present was EPL Director Tena Hanson (Zoom).

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

Roll Call Vote (yes or no):

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

HIGHLIGHTS: Hanson shared notes regarding highlights from each area of the consent agenda for March. The minutes, bills, Director's report, and Circulation report were all detailed. Hanson suggests one edit to the minutes, as we've since learned exactly which of the County Supervisors were able to join us via Zoom. Upcoming programming was discussed. Circulation for February reflects our re-opening (with limitations) on February 3rd, but is respectable considering the circumstances. Hanson reported on the move from Zinio (RB Digital) to Overdrive Magazines, and our partnerships with both the NW Iowa STEM Virtual Library Festival and ISU Extension Read Across America book drive project.

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 (with the above-mentioned correction) of the February 2, 2021 meeting, the March 2, 2021 Bills, the March Director's Report, and the February Circulation Report. The motion was seconded by Stephanie Franzen Nelson. No further discussion.

Roll Call Vote (yes or no):

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

PUBLIC COMMENTS: Lili Jensen has CE to report and will send that information to Hanson to be included at the next meeting. Hanson mentioned Big Talk From Small Libraries, which should have recordings of their sessions out soon.

BRAINSTORMING: Hanson mentioned our annual request for capital funds to convert a few chairs at a time from upholstered to wooden seats and backs. After giving updated numbers as to how many are finished and unfinished, it was discussed whether as many chairs will be needed going forward. Those present considered the idea of adding some of the unfinished chairs to the next public auction, and will discuss that again when the time comes.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

1. COVID-19-related considerations. Hanson shared the current CDC numbers for Emmet County vs. those at our last two previous board meetings (currently Emmet County is at 3.42%). She mentioned that staff have met to discuss how to move forward, and that they are interested in making periodicals, cake pans, and knitting needles accessible once again. Also, once plexiglass is installed at the lower service desk, staff would be comfortable moving to Phase V (opening the lower level for access to the Children's Department only, and only after 1:00 pm each day, and allowing 15 patrons total within the building at this point). The current draft of the re-opening plan shows Phase V as including the Sanborn Kafe, which cannot currently be opened as it is being used for storage. Stephanie Franzen Nelson made a motion for the library to move to Phase V once plexiglass is installed (lower level open for Children's Department collection access only / 15-person limit, masks required, etc.), including the amendment regarding the Sanborn Kafe. Mark Gruwell seconded the motion. No further discussion.

Roll Call Vote (yes or no):

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

2. Consider Janitorial Services Proposals. Hanson reported that there are currently no proposals to review, but that the substitute we had been working with resigned as of the end of the month, and a new substitute began today.
3. Wireless hot spot grant application update. Hanson reported that following last month's meeting, Mark Gruwell offered to apply for a Corridor grant on behalf of his business which would support this project. While this effort was deemed ineligible, we now have a compelling narrative that can be used on other applications. Hanson detailed some sources of funding we might consider. She will work on this further and report back next month.

UPCOMING BUSINESS:

- Continual policy review

ADJOURNMENT: Stephanie Franzen Nelson made a motion to adjourn at 6:10 PM, which Mark Gruwell seconded. No further discussion.

Roll Call Vote (yes or no):

Lili Y Kathy___ Linda Y Pablo___ Molly___ Stephanie Y Alan Y Joe___ Mark Y

Next meeting will be on Tuesday, April 6, 2021, at 5:30 PM via Zoom.

Respectfully submitted, Linda Wiegman, Co-Secretary