

**BOARD OF TRUSTEES
SEPTEMBER 21, 2021 at 4:00 P.M.
AGENDA**

ROLL CALL:

APPROVAL OF THE MINUTES OF AUGUST 17, 2021 (as mailed):

CORRESPONDENCE:

LIBRARIAN'S REPORT:

MEDIA STRATEGY PLAN:

REVENUE & EXPENSE REPORT FOR AUGUST FOR ACCEPTANCE:

CITY TRUST REPORT (BALANCE SHEET) FOR AUGUST FOR ACCEPTANCE:

EXPENSES FOR SEPTEMBER FOR APPROVAL:

UNFINISHED BUSINESS:

- Discussion re Gebhardt House

NEW BUSINESS:

- Sunday hours
- October board meeting TBD

MISCELLANEOUS BUSINESS:

ADJOURNMENT:

Please call 828-0585 or email knoxlib@knoxville.lib.ia.us if you are unable to attend this meeting. The next regular Board Meeting is to be decided by quorum.

**Library Board of Trustees Meeting
August 17, 2021**

The Knoxville Public Library Board of Trustees met at the library on Tuesday, August 17, 2021. Members present were Dave Johnson, Jean McKay, Harv Sprafka, Erin McBride, Lindsey Carlson, and Bob Leonard. Scott Ziller was absent.

The meeting was called to order by Lindsey Carlson. Harv Sprafka moved, Jean McKay seconded to approve the minutes of the July 21, 2021 meeting as mailed. Motion passed unanimously.

Under Correspondence, the Greater Des Moines Community Foundation sent a report on the library's endowment. The ending balance as of June 30, 2021 is \$67,113.92.

Roslin gave the librarian's report for July 2021. 3,607 printed materials were checked out, with 892 non-print. 1,017 downloadable items were checked out with Bridges still in high demand. There were 1,913 visitors to the library. The Summer Library Program is winding down. There were in-person as well as on-line programs offered, with several outdoor activities. The library will offer a science film showing on Sept. 16 with Mr. Ryan Richardson conducting a discussion session. We are also planning a diverse culture panel with a high school senior in September. The library has a new enhanced website offered through the State Library.

4 staff members will attend the ILA conference in Des Moines in October. Marion County Trustees will receive training from the State Library on Sept. 9. Roslin will attend ARSL in Sparks, Nevada Oct. 20 -- 23.

Under the Media Strategy Plan, Roslin will publish the September calendar as well as promote upcoming programs. Press releases will promote the new PLAY touch table as well as the outdoor seating and security cameras that will be installed in the next few weeks.

Dave Johnson moved, Harv Sprafka seconded that the financial report for July be approved. Motion was unanimous. Dave Johnson made the motion, seconded by Bob Leonard to transfer \$225,000 from the checking account (315-000-1110) to the money market fund. Motion passed unanimously. Jean McKay moved, Erin McBride seconded the city trust report for July be accepted. Motion was unanimous. Bob Leonard moved, Harv Sprafka seconded the approval for payment of bills for August. Motion passed unanimously, and a copy is attached to the minutes.

Under Unfinished Business, Dave Johnson moved, seconded by Erin McBride to pass the Action Plan 2021 -- 2023 as presented. Motion passed unanimously.

Under New Business, the Board decided to table the quote from ICM for asbestos abatement at the Gebhardt house. Jean McKay moved, seconded by Erin McBride to approve the quote for security cameras for \$7,760.00 from Van Maanen Technologies. Motion passed unanimously.

There being no further business, the meeting was adjourned. The next regular meeting will be held Tuesday, September 21, 2021 at 4:00 PM at the Knoxville Public Library.

Roslin Thompson, secretary