

Elkader Public Library Board of Trustees
Regular Board Meeting – Tuesday, October 12, 2021

1. Call to Order – President Jennifer Wilwert called the meeting to order. Board members present were: John Gnagy, Kim Warpinski, Bob Griffith, Suzanne Hankey, Joe Minor, and Jennifer Garms. Also in attendance was Library Director Lisa Pope.
2. Approval of the Agenda – Garms moved to approve the agenda. Hankey seconded. Motion carried.
3. Minutes from Last Month’s Meeting – Warpinski moved to approve the September minutes. Minor seconded. Motion carried.
4. Financial Report – Reviewed.
5. Payment of Bills – Gnagy moved to approve the payment of bills. Griffith seconded. Motion carried.
6. Director’s Report – Reviewed.
7. Unfinished Business
 - a. Reopening/Pandemic Plan – The Board discussed. We will stay in the current position.
 - b. Computer Service Contract – The Board discussed the contract and chose to not sign. We will need to consider server replacement in the future.
8. New Business
 - a. Review/Revise Interlibrary Loan and Open Access Policy – Hankey moved to revise the policy by moving “Circulation period is set by lending library” to the end of the fourth paragraph under Interlibrary loan, changing numbers to be written out, change dollar amounts to add cents, and changing “at” to “from” in the first sentence under Open Access. Garms seconded. Motion carried.
 - b. Review/Revise Outreach Services – Warpinski moved to revise with a change in the second paragraph to add “like day care or health care facilities” and change “25-30” to “up to 30”. Hankey seconded. Motion carried.
 - c. Long-Range Plan – Reviewed.
 - d. Trustee Training: Library Board Assessment & Checklist for Tech Savvy Trustees – Reviewed.
9. Friends of Library Report – Reviewed the September minutes.
10. Public Comments – None.
11. Adjournment – Hankey moved to adjourn the meeting at 5:54 PM. Griffith seconded. Motion carried. Next meeting is scheduled for November 9, 2021 at 5:00 PM.

Respectfully submitted,
Jennifer Garms, Secretary/Treasurer