

ESTHERVILLE PUBLIC LIBRARY BOARD MINUTES
Tuesday, November 2, 2021

***This meeting was held both in person at the EPL Community Room and online via Zoom.
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 5:33 p.m. on Tuesday, November 2nd, 2021. President Lili Jensen called the meeting to order (in person). Other board members present were Linda Wiegman (Zoom), Matt Strom (Zoom), Stephanie Franzen Nelson (in person), Alan Morphew (Zoom), Joe Gregori (Zoom) and Mark Gruwell (Zoom). Also present was EPL Director Tena Sunde (in person).

AGENDA: Joe Gregori made a motion for approval of the agenda. The motion was seconded by Linda Wiegman. No further discussion.

Roll Call Vote (yes or no):

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

HIGHLIGHTS: Sunde shared notes regarding highlights from each area of the consent agenda for November. The minutes of the October meeting, bills, Director's report, and Circulation report were all detailed. Upcoming programming was discussed. Circulation for October was reviewed, with physical circulation very close to this point last year, and improvements in the children's materials. Sunde reported on registration-to-date for the Imagination Library, which currently stands at 131 children county-wide. The Annual Report to the State Library has been completed, and highlights of that were offered. Sunde also offered updates on the HVAC project, sewer line repair and replacement, and the ARSL Conference.

DISCUSSION OF ITEMS PULLED FROM CONSENT AGENDA: None.

CONSENT AGENDA: Stephanie Franzen Nelson made a motion for approval of the Consent Agenda. This included the Minutes of the October 5th meeting, the November 2nd Bills, the November Director's Report, and the October Circulation Report. The motion was seconded by Linda Wiegman. No further discussion.

Roll Call Vote (yes or no):

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

PUBLIC COMMENTS: Stephanie Franzen Nelson had reported one additional CE session, and Lili Jensen offered a welcome to new board member Matt Strom.

BRAINSTORMING: None.

UNFINISHED BUSINESS:

1. Consider cloud storage options. Sunde shared about Sync, which Mark Gruwell had discovered and which the police department uses for shift logs, but has not had time to explore the free trial. Those present agreed to continue to table this item for further investigation.

NEW BUSINESS:

1. COVID-19-related considerations. Sunde shared the current CDC numbers for Emmet County (currently at 9.66%), and reminded those present of current efforts towards additional sanitation and reduction of crowding. Masking is currently listed as required. Sunde asked about how the Chocolate Walk might work under the current restrictions, and shared a patron request to put the coffee makers in the community room. Coffee makers will remain unavailable and the board advised individually wrapped to-go chocolates. No action was taken.
2. Consider draft capital funding request for 2022-2023. Sunde presented a draft including continued chair conversion, updated computers, a replacement copy machine, and the next phase of the interior paint project. Matt Strom made a motion to approve the draft as presented, which was seconded by Mark Gruwell. No further discussion.

Roll Call Vote (yes or no):

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

UPCOMING BUSINESS: Approve the draft budget request for 2022-2023.

ADJOURNMENT: Joe Gregori made a motion to adjourn at 6:05 PM, which Alan Morpew seconded. No further discussion.

Roll Call Vote (yes or no):

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

Next meeting will be on Tuesday, December 2, 2021, at 5:30 PM via Zoom or in-person.

Respectfully submitted, Stephanie Franzen Nelson, Co-Secretary