

FRIENDS OF THE ESTHERVILLE PUBLIC LIBRARY
BOARD MEETING

1/6/22
5:30 P.M.

The meeting was called to order at 5:35 p.m. by Lili Jensen, President. Members in attendance were Tena Sunde, Staff. Attending via Zoom were Lili Jensen, President; Becky Domek, Vice President; Cheryl Houseman, Treasurer; Board Members: Lyle Hevern, Kim Anderson, Dorothy Christensen and Lavonne Phillips. Absent were Dawn Webb, Secretary; Kathy Graves, and Joan Nims.

The Agenda presented was moved for approval by Lyle Hevern, with a second by Cheryl Houseman. All members in attendance unanimously approved the motion.

The Minutes of the previous meeting held 9/16/21 were reviewed and approved with a motion by Becky Domek, second by Kim Anderson. All members in attendance unanimously approved the motion.

Financial Reports were presented showing Income through 12/14/21 and expenditures through 12/14/21. Total income received as of 12/14/21 was \$47,236.45, compared to total income received in 2020 of \$28,662.58. This does include Grants totaling \$38,991.73. Total expenses as of 12/14/21 total \$16,382.58, compared to 2020 expenditures of \$4,987.02. Cheryl Houseman, Treasurer, also reported the following account information as of 1/5/22:

NorthStar Bank:

Checking - \$92,968.79

Money Market - \$1,524.60

Employees Credit Union:

Money Market - \$131,396.98

Edward Jones - \$243,362.98

Tena Sunde also outlined the income and expenses for the Imagination Library. Total income was \$16,131.00, with expenses for seven months totaling \$1,712.74. This leaves a balance of \$14,418.26.

The financial reports were moved for approval by Lyle Hevern, second by Lavonne Phillips. All members in attendance unanimously approved the motion.

The Director's Report was presented by Tena Sunde. She reported the 2021 Membership Drive brought in 115 total members, \$3,970.00 total income, and 14 members used the online payment method. So far, the 2022 Membership Drive has brought in 11 members, \$255.00 total income, and 4 members used the online payment method.

Imagination Library has a total of 134 children currently enrolled. Once children are 5 years of age they graduate from the Imagination Library program.

The 2021 Silent Auction brought in \$775.00 in monetary donations, \$1,518.00 in basket sales, for a total of \$2,293.00. The Friends group had originally planned to use these funds to convert upholstered furnishings and the Hot Spot Project. Tena stated we are \$450.00 away from our next hot spot. She

said the current hot spot is out almost continually, and is checked out for 2 weeks at a time. There are some repeat checkouts, and the library policy is they can't check it out twice in a row. Lavonne Phillips made a motion to add \$450.00 to the Silent Auction proceeds to fund the balance of the second hot spot. General funds will be used to fund a third hot spot in the amount of \$800.00, with the remaining funds from the Silent Auction of \$1,843 to be used toward the upholstered furnishings. The motion was seconded by Lyle Hevern. All members in attendance voted aye.

The Library Programming/Events that are continuing are:

1. Online Knit & Crochet Group meeting weekly via Zoom, hosted by Tena.
2. Book Club – hosts a monthly hybrid meeting, where participants can choose Zoom or our Community Room, hosted by Beth.
3. Maker Mondays are back – Since 9/27/21 they have been hosting hybrid programs once a month.
4. Story Time – Beginning mid-September, Paula has brought back indoor story times in the community room, maximum capacity 15.
5. Tinker Tuesday – Starting 9/14/21, this program has been resumed monthly after school STEM activities led by Beth and Paula.
6. Lego League – This resumed in the fall meeting monthly in the Community Room.

Grant Updates:

Williamson – Tena turned in a report regarding the 2020 projects: Paint Project (Phase 1) = complete and Imagination Library (continual).

Tena issued an application for funding our Community Room project. She notified the board members via email that this was granted just before Christmas. It is expected we will be notified by the architects after the first of the year, and will work toward a point where we will know how much more funding is needed to complete the plan received from the architects.

In December a Literacy Grant was applied for through Early Childhood of North Central Iowa. The hope is to partner with the ISU to host another Story Walk downtown, and also do another round of take-home kits.

There were no Public Comments noted.

Brainstorming: A discussion was held on the 2022 Annual Meeting. The capacity limit in the library for the Community Room is 15. It was suggested there would be no special program, and the meeting would be available on Zoom. The officers will be voted on at this meeting.

Unfinished Business:

The Architect firm has submitted a revised proposal for the remodeling of the Community Room. The total architect fees throughout the project will be \$26,900.00. A gift from an anonymous donor has been received totaling \$37,000.00. An additional \$20,000.00 from a grant can be used toward this project. An email vote was taken on 10/4/21 with a motion to approve using these funds for this project made by Cheryl Houseman, second by Lyle Hevern. Those members voting favorably for this motion were Cheryl Houseman, Lyle Hevern, Lili Jensen, Dorothy Christensen, Becky Domek, Joan Nims, Lavonne Phillips and Kim Anderson. This affirms the email vote regarding the architect proposal from

FEH Design for architectural, structural, mechanical and engineering services for the Community Room at the Estherville Public Library.

New Business:

Dawn Webb, Secretary, has requested the Friends of the Library change their meeting time from 5:30 p.m. to 6:00 p.m. due to her work schedule. After a discussion it was decided future meetings will be held at 6:00 p.m. The Friends of the Library Bylaws state that “The annual meeting of the membership...will be held in the month of April each year at a time determined by the Board of Directors”. Therefore, our meetings from April, 2022 forward will take place at 6:00 p.m.

Upcoming Business:

Tena inquired if any board members had suggestions on CD reinvestment. Our board in the past year has placed maturing CD's in the current money market account due to a better return for the organization. After a discussion it was decided to keep the current deposits in the money market account until the Board decides to reinvest in more favorable CD rates.

The next meeting of the Friends of the EPL Board will be April 7, 2022 @ 6:00 p.m., which will be the Annual Meeting.

Motion to adjourn at 6:10 p.m. by Cheryl Houseman, second by Dorothy Christensen. All members in attendance vote aye.

Respectfully Submitted,

Cheryl Houseman, Acting Secretary