

ESTHERVILLE PUBLIC LIBRARY BOARD MINUTES
Tuesday, August 2, 2022

*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 5:30 p.m. on Tuesday, August 2nd, 2022. President Lili Jensen called the meeting to order (in person). Other board members present were Kathy Knudson (in person), Linda Wiegman (Zoom), Matt Strom (Zoom), Molly Struve (Zoom), Stephanie Franzen Nelson (Zoom), Alan Morphew (Zoom), and Joe Gregori (Zoom). Also present was EPL Director Tena Sunde (in person).

AGENDA: Kathy Knudson 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 Y Linda Y Matt Y Molly Y Stephanie Y Alan Y Joe Y Mark

HIGHLIGHTS: Sunde shared notes regarding highlights from each area of the consent agenda for August. The minutes of the July regular meeting, bills, Director's report, and Circulation report were all detailed. An update was offered regarding the 2022 membership drive for the Friends. Upcoming programming was discussed. Circulation for July was reviewed, with physical circulation nearly equal to this point last year. The Imagination Library project is now at 167 children. Sunde offered updates regarding the HVAC project, fencing quotes, and Community Room project.

DISCUSSION OF ITEMS PULLED FROM CONSENT AGENDA: None.

CONSENT AGENDA: Kathy Knudson made a motion for approval of the Consent Agenda. This included the Minutes of the July 5th meeting, the August 2nd Bills, the August Director's Report, and the July Circulation Report. The motion was seconded by Matt Strom. No further discussion.

Roll Call Vote (yes or no):

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

PUBLIC COMMENTS: None.

BRAINSTORMING: None.

UNFINISHED BUSINESS:

1. Evaluation of Library Director. Internet connectivity was lost at this point of the last meeting due to storm activity. [Sunde continued to waive her right to closed session.] Co-Secretary Stephanie Franzen Nelson read comments made by that point and those present offered any further comments they wished to make. Stephanie Franzen Nelson

made a motion to give Sunde an overall rating of “Exceeds Expectations,” which Joe Gregori seconded. No further discussion.

Roll Call Vote (yes or no):

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

NEW BUSINESS:

1. COVID-19-related considerations. None.
2. Consider Copy Machine Replacement Quotes. Sunde shared a comparison chart featuring three options and their maintenance fees, purchase prices, and included features. She explained that mobile guest printing could be achieved through our existing Cybrarian software for an additional fee, regardless of which machine was chosen. Alan Morphew made a motion to select the Sharp from Access Systems Company, which Matt Strom seconded. No further discussion.

Roll Call Vote (yes or no):

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

UPCOMING BUSINESS:

1. Consider replacement computer quotes

ADJOURNMENT: Linda Wiegman made a motion to adjourn at 5:58 PM, which Kathy Knudson seconded. No further discussion.

Roll Call Vote (yes or no):

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

Next meeting will be on Tuesday, September 6, 2022, at 5:30 PM via Zoom or in-person.

Respectfully submitted, Stephanie Franzen Nelson, Co-Secretary