

**Library Board of Trustees Meeting
August 16, 2022**

The Knoxville Public Library Board of Trustees met at the library on Tuesday, August 16, 2022. Members present were Bob Leonard, Lindsey Carlson, John Mertz, Jan Evans, Erin McBride, and Laura Kendrick (on Zoom at 4:10 p.m.). Dave Johnson was absent. President Carlson welcomed John Mertz who was appointed and approved by the Mayor and city council on August 1.

The meeting was called to order by Lindsey Carlson. Bob Leonard moved, Erin McBride seconded to approve the minutes of the July 19, 2022 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, 2022 is \$56,832.71.

Roslin gave the librarian's report for July 2022. 3,727 printed materials were checked out, with 872 non-print. 1,208 downloadable items were checked out with Bridges in high demand. Adventure Passes were reserved 17 times. There were 2,220 visitors to the library (averaging 93 visitors a day). 261 reading logs were completed for the SRP. During the Nationals, 153 people stopped by to view the exhibit from the National Sprint Car Hall of Fame. Roslin gave an overview of events and programs in August and September. For Library Card Sign-up month, staff plan to have a hotdog roast to encourage people to sign up for new library cards or update cards.

Marion County trustees will meet at the library on September 8 for continuing education training from a State Library consultant. ILA conference will be at Coralville Oct. 12 – 14. The ARSL conference is in Chattanooga, TN Sept. 14 – 17.

Roslin will start advertising the Assistant Director position again since the last candidate has accepted another position. Discussion was held regarding the latest CDC guidelines regarding masks and COVID-19: those who test positive will stay home for 5 days and wear a mask for another 5 days. The board directed Roslin to draft a policy that staff will have to sign and follow. The policy will be subject to change as it follows CDC guidelines.

Under the Media Strategy Plan, Roslin will publish the September calendar as well as promote upcoming programs.

Erin McBride moved, John Mertz seconded that the financial report for July be approved. Motion was unanimous. Jan Evans moved, Laura Kendrick seconded the city trust report for July be accepted. Motion was unanimous. John Mertz moved, Jan Evans seconded the approval for payment of bills for August. Motion passed unanimously, and a copy is attached to the minutes.

There being no further business, the meeting was adjourned. The next regular meeting will be held Tuesday, September 20, 2022 at 4:00 PM at the Knoxville Public Library.

Roslin Thompson, secretary

Library Board of Trustees
Work Session
August 29, 2022

The Knoxville Public Library Board of Trustees met at the library on Monday, August 29, 2022 at 4:00 p.m. Members present were: Dave Johnson, Bob Leonard, Jan Evans, John Mertz, Lindsey Carlson, and Erin McBride. Glenn Lyons, Economic Development Director, Holly Shelford, and Roslin Thompson were also present.

Library Board and staff expressed their ideas for use of the area west of the building where the house is located. It is measured at 8,506 square feet. The library offers programming for all ages and would greatly benefit from outdoor space. Some programming ideas would include: story time, poetry in the park, book club, performers for summer library programs (bubble shows, zoos, magicians, jugglers, acrobats, and more), mini-carnivals, game days, outdoor movies, and craft days. These are activities already offered at the library and held in other venues due to lack of space.

There was discussion about the possibility of picnic tables, musical instruments, solar benches, and a shelter house. A conceptual design will be developed.

There being no further business, the meeting was adjourned at 5:00 p.m. A county-wide trustee training will be held on Thursday, September 8 at 6:00 p.m. The next regular meeting will be held on Tuesday, September 20th at 4:00 p.m.at the library.

Roslin Thompson, secretary