

**Elkader Public Library Board of Trustees**  
**Regular Board Meeting – Tuesday, September 13, 2022**

1. Call to Order – President Jennifer Wilwert called the meeting to order. Board members present were: Susanne Hankey, Kim Warpinski, and Jennifer Garms. Also in attendance were Library Director Lisa Pope; Friends of the Library Members: Mary Harstad, Lucy Sharp, and Laura Moser; Foundation Members: Jennifer Cowser, Sue Stott, Colleen Moore, and Ken Zichal.
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 August minutes. Hankey seconded. Motion carried.
4. Financial Report – Reviewed.
5. Payment of Bills – Garms moved to approve the payment of bills. Warpinski seconded. Motion carried.
6. Director’s Report – Reviewed.
7. Unfinished Business
  - a. Windows in Children’s Room – Waiting to hear more information from Don Loecke. Hoping for late October or Early November installation.
8. New Business
  - a. Review & Adopt Mission Statement – Garms moved to mark the Mission Statement as reviewed with no changes. Warpinski seconded. Motion carried.
  - b. Trustees, Friends of the Library, and Library Foundation Sharing – Refer to attachment for list of items shared.
  - c. Trustee Training: Trustee Handbook, Chapter 14 “Public Library Standards” – Reviewed.
9. Friends of Library Report – Reviewed August minutes.
10. Public Comments – None.
11. Adjournment – Warpinski moved to adjourn the meeting at 6:13 PM. Hankey seconded. Motion carried. Next meeting is scheduled for October 11, 2022 at 5:00 PM.

Respectfully submitted,  
Jennifer Garms, Secretary/Treasurer

**Library Board Joint Meeting**  
**September 13, 2022**  
**Strategic Planning**

In a collaborative meeting with the Library Board, Library Foundation, and Friends of Library the following list was compiled for future planning. Each bullet point was a sticky note placed on the chart.

**Strengths of the library**

- Currently financially sound (city budget and Foundation account)
- Communication with boards
- Information on acquired books and dvds on Facebook and in newspaper
- Access to Overdrive/Libby
- Book Club meets monthly
- Books available for all ages (baby-adult)
- Good selection of materials
- Hours are convenient
- Good selection of books in children's section
- Good personnel
- Good selection of materials and materials
- Great staff!
- Working with and coordinating with other libraries
- Books reviews in newspaper
- Good variety of books (topics, views, etc.)
- Programs are aimed at a variety of ages
- Programming for adults and children
- Variety of books ordered, quantity, and current

**Needs Improvement**

- Continued salary improvement
- Book groups for different age groups each month
- More space for library
- More tech capabilities
- Increased participation at programs
- New or updated computer server or router
- Evenings open longer and/or later early a.m. opening
- Meeting room space
- Move towards paperless, do not print all materials
- Outreach, drawing more people in
- Advertising events

**Wishes and Dreams for the Library**

- Travel talks
- More space, but is able to be staffed
- Outdoor learning space (with volunteer or staff to staff it)
- Continued financial stability
- Looped/Bluetooth space
- Solar panels
- New furniture

- Build up or acquire more space for programming
- Fireplace for ambience
- More full-time staff
- Full-time tech support
- Clip on microphone and/or portable PA system
- Open space for programs on site
- Comfy cubicle for kids
- Kids media (ex: tablets, new computer)
- More space for programs
- More collaboration with community groups
- Active lecture series for adults
- Television that shows upcoming events (ex: Clayton County tv by River Walk)
- New equipment (copier, computers, chairs for conference room)
- Expand library space if feasible
- Expansion to next door
- Expand book club reads for adults and/or kids