

BOARD OF TRUSTEES
OCTOBER 18, 2022 at 4:00 P.M.
AGENDA

ROLL CALL:

APPROVAL OF THE MINUTES OF SEPTEMBER 20, 2022 (as mailed):

CORRESPONDENCE:

LIBRARIAN'S REPORT:

MEDIA STRATEGY PLAN:

REVENUE & EXPENSE REPORT FOR SEPTEMBER FOR ACCEPTANCE:

CITY TRUST REPORT (BALANCE SHEET) FOR SEPTEMBER FOR ACCEPTANCE:

EXPENSES FOR OCTOBER FOR APPROVAL:

UNFINISHED BUSINESS:

- Discussion re Gebhardt House
- First draft of pandemic policy
- First draft of an emergency closing policy
- Draft of 28E agreement (Marion County Libraries)

NEW BUSINESS:

MISCELLANEOUS BUSINESS:

ADJOURNMENT:

Please call 828-0585 or email knoxlib@knoxville.lib.ia.us if you are unable to attend this meeting. The next regular Board Meeting will be held Tuesday, November 15, 2022 at 4:00 P.M. at the library.

**Library Board of Trustees Meeting
September 20, 2022**

The Knoxville Public Library Board of Trustees met at the library on Tuesday, September 20, 2022 at 4:00 p.m. Members present were John Mertz, Jan Evans, Dave Johnson, Lindsey Carlson, and Laura Kendrick. Erin McBride and Bob Leonard were absent.

The meeting was called to order by Lindsey Carlson. John Mertz moved, Jan Evans seconded to approve the minutes of the August 16, 2022 meeting as mailed. Motion passed unanimously. Dave Johnson moved, seconded by John Mertz to approve the minutes of the work session on August 29, 2022. Motion passed.

Under Correspondence, Roslin reported that documents were received stating that the Robert Runnells estate was filed with the Marion County court. Thank you notes were received from the Marion County Democrats and Governor's Rural Iowa Initiative.

Roslin gave the librarian's report for August 2022. Total circulation was 3,530 printed materials, 906 non-print materials. Electronic materials (Bridges, Kanopy, and Freegal) numbered 1,310 items. There were 1,988 visits averaging 74 people each day. Story time will resume in September and continue for the rest of the year. There has been 15 applicants for the Assistant Director position and interviews will be scheduled. Two of the staff will attend the ILA conference in Coralville Oct. 13 and 14. The Friends book sale is Oct. 21 and 22. Linda McCann will be speaking on Oct. 27 at 1:30 p.m. The Story Walk is finally marked and should be in place along the trail near the hospital. A mobile museum called Iowa's History 101 is planned for late October in the parking lot in front of the library.

Under Media Strategy Plan, various events will be publicized through the usual media outlets. Banned Book Week runs September 18 – 24 with the theme "Censorship Divides Us, Books Unite Us." Displays are in place to highlight challenged and banned books in libraries.

Johnson moved, Kendrick seconded that the revenue and expense report for August be approved. Motion was unanimous. Mertz moved, Evans seconded the city trust report for August be accepted. Motion was unanimous. Johnson moved, Mertz seconded the approval for payment of bills for September. Motion passed unanimously, and a copy is attached to the minutes.

Under New Business, the board discussed the first draft of a pandemic policy. It was tabled for next month. The first draft of an emergency closing policy was tabled for next month when the whole board could be present. The Marion County Libraries presented a draft of a 28E agreement for library services to rural residents. This was also tabled for further discussion next month.

There being no further business, the meeting was adjourned. The next regular meeting will be held Tuesday, October 18, 2022 at 4:00 PM at the Knoxville Public Library.

Roslin Thompson, secretary