

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

The Knoxville Public Library Board of Trustees met at the library on Tuesday, December 20, 2022 at 4:00 p.m. Members present were Erin McBride, Bob Leonard, John Mertz, Dave Johnson, Lindsey Carlson, and Laura Kendrick. Jan Evans was absent. Staff present were Director Thompson, Holly Shelford, Connie Davids, Shannon Proctor, and Heather Libby.

The meeting was called to order by Lindsey Carlson. Leonard moved, Mertz seconded to approve the minutes of the November 15, 2022 meeting as mailed. Motion passed unanimously.

Roslin reported that the account in the building fund from the Greater Des Moines Community Foundation stands at \$53,731.59 as of September 30, 2022.

Roslin gave the librarian's report for November 2022. Total circulation was 2,877 printed materials, 601 non-print materials, while downloadable materials numbered 1,045 items. Computer usage was 315 with 130 uses of the AWE computers, and 709 recorded usage of the wifi. Total number of visits for November was 1,712 (average of 74 visits a day).

Operating hours will be adjusted for the upcoming holidays. Due to the incoming bad weather, the library will be closed early on Wednesday, Dec. 21 and be closed on Thursday. Operating hours will resume on Tuesday, Dec. 27. There will be additional programming during the school winter break: craft grab-and-go bags, an interactive movie "Frosty" and Lego time.

Under Media Strategy Plan, the library will publish its calendar for January and send it to the various media outlets.

Johnson moved, McBride seconded that the financial report for November be approved. Motion was unanimous. Mertz moved, McBride seconded the city trust report for November be accepted. Motion was unanimous. McBride moved, Johnson seconded the approval for payment of bills for December. Motion passed unanimously, and a copy is attached to the minutes.

Under Unfinished Business, the board discussed getting bids for the demolition of the Gebhardt house. Roslin will solicit bids from at least three companies. An ignition meeting is scheduled for Dec. 21 to meet with Dennis Reynolds to plan for the park. The Chamber is in the process of moving out.

Under New Business, Mertz moved, seconded by Johnson to approve the budget FY24 as submitted by the budget committee. Motion passed. Discussion was held regarding a revised hotspot policy. Johnson moved, Kendrick seconded to accept the revised hotspot policy. Motion passed.

President Carlson thanked Bob Leonard for his time serving on the board.

There being no further business, the meeting was adjourned. The next regular meeting will be held Tuesday, January 17, 2023 at 4:00 PM at the Knoxville Public Library.

Roslin Thompson, secretary

Library Board of Trustees
Work Session
December 21, 2022

The Knoxville Public Library Board of Trustees met on Wednesday, December 21, 2022 at 3:30 P.M. for a work session. Members present were Bob Leonard, Lindsey Carlson, and Erin McBride. Laura Kendrick came at 4:00 p.m. Also present were Glenn Lyons (Economic Development Director), Roslin Thompson, and Holly Shelford. Dennis Reynolds joined via Zoom. Jan Evans and Heather Ussery were present on Zoom.

Library Board and staff expressed their ideas for use of the area west of the library where the Gebhardt Park will be located. The library offers programming for all ages and would greatly benefit from outdoor space as an expansion of its programming. Some programming ideas would include: story time, poetry in the park, book club, performers for summer library programs (bubble or foam play, magicians, jugglers, dance, and more), mini-carnivals, game days, outdoor movies, and craft days. These are activities already offered at the library and held in the library or other venues due to lack of space. Attendance sometimes runs to 75 – 100 people.

There was discussion about the possible location of picnic tables, musical instruments, solar benches, and storage space. A corner will be dedicated to the story of Dixie Gebhardt and the Iowa flag. A conceptual design and potential budget will be developed.

There being no further business, the meeting was adjourned at 4:40 p.m. The next regular meeting will be held on Tuesday, January 17, 2023 at 4:00 p.m. at the library.

Roslin Thompson
Secretary