

ESTHERVILLE PUBLIC LIBRARY BOARD MINUTES
Tuesday, January 4, 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 5:32 p.m. on Tuesday, January 4th, 2022. President Lili Jensen called the meeting to order (Zoom). Other board members present were Linda Wiegman (Zoom), Kathy Knudson (Zoom), Matt Strom (Zoom), Stephanie Franzen Nelson (Zoom), Alan Morphew (Zoom), Joe Gregori (Zoom), and Mark Gruwell (Zoom). Also present was City EPL Director Tena Sunde (Zoom).

AGENDA: Kathy Knudson made a motion for approval of the agenda. The motion was seconded by Mark Gruwell. No further discussion.

Roll Call Vote (yes or no):

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

HIGHLIGHTS: Sunde shared notes regarding highlights from each area of the consent agenda for January. The minutes of the December meeting, bills, Director’s report, and Circulation report were all detailed. The 2022 membership drive for the Friends is off to a strong start. Upcoming programming was discussed. Circulation for December was reviewed, with physical circulation about 200 higher than this point last year, showing improvements in both adult and children’s materials. Inter-Library loan activity continues to gain. Work on our ARPA grant-funded technology project in the Community Room is now complete, and Sunde has secured another \$20,000 grant (through the Friends) toward the renovation project.

DISCUSSION OF ITEMS PULLED FROM CONSENT AGENDA: None.

CONSENT AGENDA: Stephanie Franzen Nelson made a motion for approval of the Consent Agenda. This included the Minutes of the December 7th meeting, the January 4th Bills, the January Director’s Report, and the December Circulation Report. The motion was seconded by Kathy Knudson. No further discussion.

Roll Call Vote (yes or no):

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

PUBLIC COMMENTS: Board CE Reports: nothing further at this time.

Submitted via email by Molly Struve: “I did want to add one public comment, though. A woman who has been going through cancer treatments for the past year and a half thanked us for re-implementing the mask mandate at the library. She said she was not comfortable going there when other people weren’t wearing masks and her and another friend now I feel comfortable going back and they both really appreciate it.”

BRAINSTORMING: Sunde suggested putting the T-Note renewal and Report to the Supervisors at the top of next month's agenda. Knudson felt this was a good idea and none objected.

UNFINISHED BUSINESS:

NEW BUSINESS:

1. COVID-19-related considerations. Sunde shared the current CDC numbers for Emmet County (currently at 18.02%), and reminded those present of current efforts towards additional sanitation and reduction of crowding. Masking is currently listed as required. Sunde shared information from the FEMA website when asking board members present if they felt the Community Room capacity could be expanded. Alan Morphew made a motion to retain the 15 (masked) person capacity for this space, which Linda Wiegman seconded. A majority voted in favor and the motion carried.

Roll Call Vote (yes or no):

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

2. Consider draft list of closures for 2022. Sunde presented a draft list including the city's paid closures and other unpaid closures the EPL traditionally takes to accommodate programming, training, and so that our staff may also have holiday weekends. Stephanie Franzen Nelson made a motion to approve the drafts as presented with the addition of closing the Saturday of Thanksgiving weekend, which was seconded by Joe Gregori. No further discussion.

Roll Call Vote (yes or no):

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

3. Consider replacement vacuum quotes. Sunde presented quotes and information on proposed units from two vendors. Joe Gregori made a motion to accept the quote on the Commercial Titan from the Vacuum Cleaner Center in Spencer, which Matt Strom seconded. Unanimously approved.

Roll Call Vote (yes or no):

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

UPCOMING BUSINESS: Annual Joint Meeting with the County Supervisors and T-Note Renewal will be featured at the February meeting.

ADJOURNMENT: Mark Gruwell made a motion to adjourn at 6:01 PM, which Kathy Knudson seconded. No further discussion.

Roll Call Vote (yes or no):

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

Next meeting will be on Tuesday, February 1, 2022, at 12:00 PM via Zoom or in-person.

Respectfully submitted, Linda Wiegman, Co-Secretary