

ESTHERVILLE PUBLIC LIBRARY BOARD MINUTES
Tuesday, June 1, 2021

***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 5:33 p.m. on Tuesday, June 1st, 2021. President Lili Jensen called the meeting to order via Zoom. Other board members present were Kathy Knudson (in person), Linda Wiegman (Zoom), Molly Struve (Zoom), Stephanie Franzen Nelson (Zoom), Joe Gregori (in person), and Mark Gruwell (Zoom). Also present was EPL Director Tena Sunde (in person).

AGENDA: Joe Gregori made a motion for approval of the agenda. The motion was seconded by Linda Wiegman. No further discussion.

Roll Call Vote (yes or no):

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

HIGHLIGHTS: Sunde shared notes regarding highlights from each area of the consent agenda for May. The minutes, bills, Director’s report, and Circulation report were all detailed. Upcoming programming was discussed. Circulation for May was reviewed, with last year’s statistics reflecting curbside-only service, while this year’s reflects inside or curbside. Sunde reported on registration-to-date for the Imagination Library, which currently stands at 82 children county-wide.

DISCUSSION OF ITEMS PULLED FROM CONSENT AGENDA: None.

CONSENT AGENDA: Mark Gruwell made a motion for approval of the Consent Agenda. This included the Minutes of the May 4, 2021 and May 24, 2021 meetings, the June 1, 2021 Bills, the June Director’s Report, and the May Circulation Report. The motion was seconded by Kathy Knudson. No further discussion.

Roll Call Vote (yes or no):

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

PUBLIC COMMENTS: Linda Wiegman and Joe Gregori had shared progress prior to the meeting, which was included on the chart. Lili Jensen will email four additional sessions to Sunde following the meeting. Sunde reminded those present that the deadline is the end of this month.

BRAINSTORMING: Board members present discussed ARPA grant options. Sunde shared that CIPA requirements would be applicable towards any Internet-connected equipment that would fall under this grant, and offered ideas of some projects the EPL might apply for. Updated

Community Room equipment was the most popular choice, so Sunde will pursue pricing and turn in an application before the deadline.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

1. COVID-19-related considerations. Sunde shared the current CDC numbers for Emmet County (currently at 7.14%). Board members present discussed opening the Community Room for public use, and Sunde offered various approaches for figuring capacity under COVID-19 recommendations. Joe Gregori made a motion to set the Community Room capacity to 15 people, which Linda Wiegman seconded. No further discussion.

Roll Call Vote (yes or no):

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

2. Discuss early closures for Relay for Life and the SLP Finale. When the list of closures for 2021 was approved, it was not yet known that Relay events would be scald back and held on a different day than usual. Likewise, the Summer Library Program finale is not an all-hands-on-deck experience this year, so early closures are not necessary. Kathy Knudson made a motion to hold normal hours on these days, which was seconded by Mark Gruwell. No further discussion.

Roll Call Vote (yes or no):

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

3. Direct State Aid. This year's Direct State Aid totaled \$2,609.23 and the amount we spent on our ILS was \$2,300. We need to report the use of the remaining \$309.23, and Sunde recommends putting this towards technology / computer equipment. Linda Wiegman made a motion to accept the recommendation, which was seconded by Joe Gregori. No further discussion.

Roll Call Vote (yes or no):

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

4. Discuss ILL Fee and Delivery Service. With the state-provided delivery service well-established, Sunde suggests removing the \$2 per item fee for Inter-Library Loan. Kathy Knudson made a motion to end the fee, which was seconded by Molly Struve. No further discussion.

Roll Call Vote (yes or no):

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

UPCOMING BUSINESS:

- Election of Officers
- Review approved 2021-2022 Library Budget
- Director Evaluation

ADJOURNMENT: Joe Gregori made a motion to adjourn at 6:04 PM, which Linda Wiegman seconded. No further discussion.

Roll Call Vote (yes or no):

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

Next meeting will be on Tuesday, July 6, 2021, at 5:30 PM via Zoom or in-person.

Respectfully submitted, Stephanie Franzen Nelson, Co-Secretary