

ESTHERVILLE PUBLIC LIBRARY BOARD MINUTES
Tuesday, September 7, 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 5:31 p.m. on Tuesday, September 7th, 2021. President Lili Jensen called the meeting to order. Other board members present were Linda Wiegman (Zoom), Stephanie Franzen Nelson (Zoom), Alan Morphew (Zoom), and Mark Gruwell (in person). Also present was EPL Director Tena Sunde (in person).

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

Roll Call Vote (yes or no):

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

HIGHLIGHTS: Sunde shared notes regarding highlights from each area of the consent agenda for September. The minutes of both August meetings, bills, Director’s report, and Circulation report were all detailed. Upcoming programming was discussed. Circulation for August was reviewed, with this year 100 items ahead of last year. Sunde reported on registration-to-date for the Imagination Library, which currently stands at 114 children county-wide. Kits (mosquito kits, leftover SRP materials, and free books) handed out across two events this past month totaled 580. Sunde also offered updates on the cement pad placement for the HVAC project, necessary sewer line repair and replacement, and a recent roof leak.

DISCUSSION OF ITEMS PULLED FROM CONSENT AGENDA: None.

CONSENT AGENDA: Linda Wiegman made a motion for approval of the Consent Agenda. This included the Minutes of the August 3rd and August 26th, 2021 meetings, the September 7th Bills, the September Director’s Report, and the August Circulation Report. The motion was seconded by Alan Morphew. No further discussion.

Roll Call Vote (yes or no):

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

PUBLIC COMMENTS: Stephanie Franzen Nelson had reported one new CE session she attend, and no other public comments were made.

BRAINSTORMING: Those present shared names of candidates who might fill the board’s vacant position. Sunde reminded the group that requirements included residency within city limits, and gender balance (this time we would need a male candidate). Interested persons would need to complete an application which would be forwarded to the Mayor for appointment and

then approved by the City Council. Sunde will follow up making contact with the board's suggestions.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

1. COVID-19-related considerations. Sunde shared the current CDC numbers for Emmet County (currently at 13.62%), and reminded those present of current efforts towards additional sanitation and reduction of crowding. Masking is currently listed as required. Discussion took place regarding reinstating Lego League, and no action towards changes to the current phased plan were taken.
2. Library Treasury Note Renewal. Sunde presented the board with rates for renewal of the \$23,000 Treasury Note provided by Beth Burton. Members present agreed that the one-year option was probably best, given the low rates at this time. Stephanie Franzen Nelson made a motion to renew this note for one year at 0.05%, which was seconded by Mark Gruwell. No further discussion.

Roll Call Vote (yes or no):

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

3. Consider EBSCO database quote. Sunde presented the board with information regarding the loss of any state provision of a general reference database. She had sought a quote from EBSCO, as the most thorough and user-friendly option. Those present agreed that the library should not be without a general reference database, and determined that the auto repair and Consumer Reports components were also likely to be well-utilized by the public. Linda Wiegman made a motion to subscribe to the EBSCO databases as quoted, which was seconded by Stephanie Franzen Nelson. No further discussion.

Roll Call Vote (yes or no):

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

UPCOMING BUSINESS:

ADJOURNMENT: Stephanie Franzen Nelson made a motion to adjourn at 6:04 PM, which Alan Morpew seconded. No further discussion.

Roll Call Vote (yes or no):

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

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

Respectfully submitted, Linda Wiegman, Co-Secretary