

ESTHERVILLE PUBLIC LIBRARY BOARD MINUTES
Tuesday, September 6, 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 5:31 p.m. on Tuesday, September 6th, 2022. President Lili Jensen called the meeting to order (in person). Other board members present were Linda Wiegman (Zoom), Matt Strom (Zoom), and Mark Gruwell (Zoom). 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 Matt Strom. No further discussion.

Roll Call Vote (yes or no):

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

HIGHLIGHTS: Sunde shared notes regarding highlights from each area of the consent agenda for September. The minutes of the August regular meeting, bills, Director's report, and Circulation report were all detailed. An update was offered regarding the 2022 membership drive for the Friends. Upcoming programming was discussed. Circulation for August was reviewed. The Imagination Library project is now at 168 children. Sunde offered updates regarding HVAC fencing, the Community Room project, and shared highlights of this year's Annual Report to the State Library. The Friends of the EPL's fundraising efforts toward the Community Room project have grown to over \$126,000, with the County Supervisors giving \$5,000 and offering another \$5,000 in matching funds towards individual donations now through the end of the year. The storage room is nearly cleaned out and we will discuss sending remaining items to public auction later in the agenda.

DISCUSSION OF ITEMS PULLED FROM CONSENT AGENDA: None.

CONSENT AGENDA: Matt Strom made a motion for approval of the Consent Agenda. This included the Minutes of the August 2nd meeting, the September 6th Bills, the September Director's Report, the August Circulation Report, and the Annual Report to the State Library. The motion was seconded by Linda Wiegman. No further discussion.

Roll Call Vote (yes or no):

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

PUBLIC COMMENTS: None.

BRAINSTORMING:

Consider ideas for board vacancy. Molly Struve has resigned. Some names were suggested and the Board directed Sunde to advertise the opening.

Operation Green Light. The Mayor will be making a proclamation recognizing Veterans by lighting public buildings in green from November 7-13. The Board expressed support for the effort and for the library's inclusion.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

1. COVID-19-related considerations. Staff requested that children's activity blocks and duplos be returned to the activity table, in part due to storage constraints as we prepare for the Community Room project. Those present agreed the time was right to return the items. No changes to the phase were necessary.
2. Consider Treasury Note Renewal. Beth Burton had provided a comparison chart featuring options for this \$23,000 Treasury Note which is up for renewal on September 30, 2022. Mark Gruwell made a motion to renew for three years at 3.30%, Linda Wiegman seconded. No further discussion.

Roll Call Vote (yes or no):

Lili Y Kathy__Linda Y Matt Y Molly__ Stephanie__ Alan__ Joe__ Mark Y

3. Consider items for public surplus auction. The City plans to host a public surplus auction this fall, and Sunde shared a list of items the EPL will need to dispose of before the November 1st construction project. These include folding tables, chairs, a desk, coat rack, podium, TV rack, and more. Matt Strom made a motion to approve the sale of these excess items by public auction, allowing Sunde to work with the City to set pricing, which Linda Wiegman seconded. No further discussion.

Roll Call Vote (yes or no):

Lili Y Kathy__Linda Y Matt Y Molly__ Stephanie__ Alan__ Joe__ Mark Y

UPCOMING BUSINESS:

1. Consider replacement computer quotes

ADJOURNMENT: Mark Gruwell made a motion to adjourn at 6:03 PM, which Matt Strom

Roll Call Vote (yes or no):

Lili Y Kathy__Linda Y Matt Y Molly__ Stephanie__ Alan__ Joe__ Mark Y

Next meeting will be on Tuesday, October 4, 2022, at 5:30 PM via Zoom or in-person.

Respectfully submitted, Linda Wiegman, Co-Secretary