

ESTHERVILLE PUBLIC LIBRARY BOARD MINUTES
Tuesday, October 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 5:30 p.m. on Tuesday, October 4th, 2022. Vice President Kathy Knudson called the meeting to order (in person). Other board members present were Linda Wiegman (Zoom), Matt Strom (Zoom), Stephanie Franzen Nelson (in person), Alan Morphew (Zoom), Joe Gregori (Zoom), 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___ Kathy_Y_Linda_Y_Matt_Y_Vacant___ Stephanie_Y_Alan__Y_Joe_Y_Mark_Y_

HIGHLIGHTS: Sunde shared notes regarding highlights from each area of the consent agenda for October. The minutes of the September 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 September was reviewed. The Imagination Library project is now at 170 children. Sunde offered updates regarding the open board position, the Friend's decision not to hold a silent auction this year, and the upcoming city public surplus auction. Also discussed were the progress towards cleaning out the storage room for the Community Room project, and a fundraising update.

DISCUSSION OF ITEMS PULLED FROM CONSENT AGENDA: None.

CONSENT AGENDA: Joe Gregori made a motion for approval of the Consent Agenda. This included the Minutes of the September 6th meeting, the October 4th Bills, the October Director's Report, and the September Circulation Report. The motion was seconded by Mark Gruwell. No further discussion.

Roll Call Vote (yes or no):

Lili___ Kathy_Y_Linda_Y_Matt_Y_Vacant___ Stephanie_Y_Alan__Y_Joe_Y_Mark_Y_

PUBLIC COMMENTS: None.

BRAINSTORMING:

Consider upcoming capital requests. Sunde brought forward ideas of equipment and facilities improvements that could be addressed this coming fiscal year and asked the board for their ideas, as well. Items mentioned were replacement of aging laptops and one tablet, the next

interior paint phase, window blinds for the children's department, and tinting for the main window.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

1. COVID-19-related considerations. None.
2. Consider change of date for Staff Development Day. Our original closure was approved for October 11th, though a partnership with Dickinson County Libraries makes it necessary to move the date to October 19th to accommodate other schedules. Joe Gregori made a motion to change the date and approve closure for training on the 19th, which Linda Wiegman seconded. No further discussion.

Roll Call Vote (yes or no):

Lili___ Kathy_Y Linda_Y Matt_Y Vacant___ Stephanie_Y Alan_Y Joe_Y Mark_Y

UPCOMING BUSINESS:

1. Approve draft budget request for 2023-2024 – December meeting
2. Consider replacement computer quotes - 2023

ADJOURNMENT: Mark Gruwell made a motion to adjourn at 5:51 PM, which Joe Gregori seconded. No further discussion.

Roll Call Vote (yes or no):

Lili___ Kathy_Y Linda_Y Matt_Y Vacant___ Stephanie_Y Alan_Y Joe_Y Mark_Y

Next meeting will be on Tuesday, November 1, 2022, at 5:30 PM via Zoom or in-person.

Respectfully submitted, Stephanie Franzen Nelson, Co-Secretary