

**Board of Trustees Meeting
March 19, 2024**

The Knoxville Public Library Board of Trustees met at the library at 4:00 PM Tuesday, Mar. 19, 2024. Members present were Jan Evans, Lindsey Carlson, Elly Shaw, John Mertz, Erin McBride, Dave Johnson, and Laura Kendrick. Staff present were Roslin Thompson and Shannon Proctor

The meeting was called to order by Lindsey Carlson. Mertz moved, Evans seconded to approve the minutes of the February 20, 2024 meeting as mailed. Motion passed unanimously.

Roslin gave the monthly report for February. Total circulation was 3,819 physical items and 1,560 downloadable items. There were 542 uses of public access computers and 1,281 wifi access. Total visits was 1,912, which averaged 76 people each day.

The library held 25 programs either in house or outreach with 810 participations. The meeting room was used 131 times excluding library programs. There is a new Story Walk up behind the hospital where tokens were given out in memory of Milly Zellmer, a little girl who had passed away last year. They were created by friends at no cost to the library. The Friends of the Library will have its book sale April 11 – 13. The library is preparing to close out on the CAT grant awarded by the Iowa Economic Development Authority in 2017. A contract amendment has been requested asking for an extension of one year.

Under Media Strategy Plan, the staff will promote events in April. National Library Week is April 7 - 13 and a press release will be sent out to media outlets. A proclamation is prepared for reading at the city council meeting on April 1 by Mayor Hatch.

Shaw moved, McBride seconded that the financial report for February be approved. Motion was unanimous. Johnson moved, Evans seconded the city trust report for February be accepted. Motion was unanimous. Mertz moved, McBride seconded the approval for payment of bills for March. Motion passed unanimously, and a copy is attached to the minutes.

Under Unfinished Business, the board discussed the library park. Contractors had a pre-bid meeting this afternoon. Bids are due March 28 at 2 p.m. at city hall. Different options were discussed regarding signage. No decision was made.

There being no further business, the meeting was adjourned. The next regular meeting is scheduled for Tuesday, April 16, 2024 at 4:00 PM at the Knoxville Public Library.

Roslin Thompson,
Secretary