

Library Board of Trustees Meeting
July 18, 2023

The Knoxville Public Library Board of Trustees met at the library on Tuesday, July 18, 2023 at 4:00 p.m. Members present were Lindsey Carlson, Erin McBride, Dave Johnson, Laura Kendrick, and John Mertz. Elly Shaw and Jan Evans were absent. Staff present were Director Roslin Thompson, Heather Libby and Connie Davids. The meeting was called to order by Lindsey Carlson. McBride moved, Mertz seconded to approve the minutes of the June 20, 2023 meeting as mailed. Motion passed unanimously. Johnson moved, Kendrick seconded to approve the minutes of the special meeting held on July 11, 2023 as mailed. Motion passed.

Under Correspondence, Roslin read a letter from Michael Scott, the State Librarian, congratulating the board and staff on the library reaching accreditation status level 3. The accreditation is valid for three years until June 30, 2026. A report from the Community Foundation of Greater Des Moines stated that the library endowment fund was \$56,510.56 as of the end of March 31, 2023.

Roslin gave the librarian's report for June 2023. Total circulation was 3,838 printed materials, and 826 non-print materials. Downloadable materials (Bridges, Kanopy, and Freegal) numbered 1,172 items. Computer usage was 634 and 1,041 wifi uses. There were 2,083 visits, averaging 83 people a day. The Summer Library Program has been successful with multiple programs and good attendance. The library offered 31 programs for all ages with an attendance of 942 in June.

The library received \$3,000 from the Marion County Community Foundation to improve accessibility to materials and programming. Roslin has submitted the Direct State Aid, Open Access, and ILL reports to the State Library due July 31. For continuing education opportunities, staff will attend the Iowa Library Association conference in Dubuque Oct. 11 – 13. Staff will attend the Association for Small and Rural Libraries conference in Wichita, KS Sept. 20 – 23. A county-wide trustee training will be held at the Knoxville Library on September 7 at 6 p.m.

Roslin made mention of several programs coming up in August. Pop-up book sales will be held in the Weiler Room during the Nationals. The calendar will be published and promoted in various news media outlets.

Kendrick moved, McBride seconded that the budget report for June be approved. Motion was unanimous. Mertz moved, Johnson seconded the city trust balance sheet for June be accepted. Motion was unanimous. McBride moved, Mertz seconded the approval for payment of bills for July. Motion passed unanimously, and a copy is attached to the minutes.

The election of officers for the coming year was held with Lindsey Carlson elected President of the Board, Erin McBride as Vice-President, and Director Thompson as Secretary.

After a second reading, Kendrick moved, McBride seconded the motion for approval of a public participation policy. Motion passed. A sub-committee will be set up to review job descriptions for all library positions.

There being no further business, the meeting was adjourned. The next regular meeting will be held on Tuesday, August 15, 2023 at 4:00 PM at the library.

Roslin Thompson
Secretary