

ESTHERVILLE PUBLIC LIBRARY BOARD MINUTES
Tuesday, August 1, 2023

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, August 1, 2023. President Lili Jensen called the meeting to order (in person). Other board members present were Kathy Knudson (in person), Linda Wiegman (Zoom), Matt Strom (in person), Carla Ridout (in person), Stephanie Franzen Nelson (in person), Rick Olesen (in person), and Mark Gruwell (Zoom). Also present was EPL Director Tena Sunde (in person).

AGENDA: Matt Strom made a motion for approval of the agenda. The motion was seconded by Kathy Knudson.

Roll Call Vote (yes or no):

Lili Y Kathy Y Linda Y Matt Y Carla Y Stephanie Y Alan Rick Y Mark Y

HIGHLIGHTS: Sunde shared notes regarding highlights from each area of the consent agenda for August. The minutes of the July regular meeting, bills, Director's report, and Circulation report were all detailed. An update was offered regarding the 2023 membership drive for the Friends. Upcoming programming was discussed. Circulation for July was reviewed. Information about the Accreditation renewal process was shared.

DISCUSSION OF ITEMS PULLED FROM CONSENT AGENDA: None.

CONSENT AGENDA: Kathy Knudson made a motion for approval of the Consent Agenda. This included the Minutes of the July 6th meeting, the August 1st Bills, the August Director's Report, and the July Circulation Report. The motion was seconded by Stephanie Franzen Nelson. No further discussion.

Roll Call Vote (yes or no):

Lili Y Kathy Y Linda Y Matt Y Carla Y Stephanie Y Alan Rick Y Mark Y

PUBLIC COMMENTS: None.

BRAINSTORMING: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

1. Consider new date for Staff Development Day. Sunde explained that not all staff could be present on October 17th, and asked that the date be changed to October 24th. Rick Olesen made a motion to approve the updated date of closure for training, which Mark Gruwell seconded. No further discussion.

Roll Call Vote (yes or no):

Lili Y Kathy Y Linda Y Matt Y Carla Y Stephanie Y Alan ___ Rick Y Mark Y

2. Community Service Policy Review. Sunde went over the policy and recommended no further updates. Matt Strom made a motion to approve the reviewed policy as it stands, which Carla Ridout seconded. No further discussion.

Roll Call Vote (yes or no):

Lili Y Kathy Y Linda Y Matt Y Carla Y Stephanie Y Alan ___ Rick Y Mark Y

3. Payment of Dues Policy Review. Sunde went over the policy and recommended no further updates. Kathy Knudson made a motion to approve the reviewed policy as it stands, which Stephanie Franzen Nelson seconded. No further discussion.

Roll Call Vote (yes or no):

Lili Y Kathy Y Linda Y Matt Y Carla Y Stephanie Y Alan ___ Rick Y Mark Y

4. City Operating Policy Review. Sunde shared an updated version of the City of Estherville's Operating Policy. Rick Olesen made a motion to adopt this policy as it applies to our department, which Matt Strom seconded. No further discussion.

Roll Call Vote (yes or no):

Lili Y Kathy Y Linda Y Matt Y Carla Y Stephanie Y Alan ___ Rick Y Mark Y

UPCOMING BUSINESS:

1. Policy review

ADJOURNMENT: Mark Gruwell made a motion to adjourn at 5:46 PM, which Stephanie Franzen Nelson seconded. No further discussion.

Roll Call Vote (yes or no):

Lili Y Kathy Y Linda Y Matt Y Carla Y Stephanie Y Alan ___ Rick Y Mark Y

Next meeting will be on Tuesday, September 5, 2023, at 5:30 PM via Zoom or in-person.

Respectfully submitted, Stephanie Franzen Nelson, Co-Secretary