

**Board of Trustees Meeting  
February 20, 2024**

The Knoxville Public Library Board of Trustees met at the library at 4:00 PM on Tuesday, Feb. 20, 2024. Members present were Jan Evans, John Mertz, Dave Johnson, Elly Shaw, Erin McBride, Laura Kendrick, and Lindsey Carlson. Staff present were Roslin Thompson, Shannon Proctor, Holly Shelford, Heather Libby, and Connie Davids.

The meeting was called to order by Lindsey Carlson. Mertz moved, McBride seconded to approve the minutes of the January 16, 2024 meeting as mailed. Motion passed unanimously. Johnson moved, Shaw seconded to approve the minutes of the special meeting on Feb. 1, 2024. Motion passed.

Under Correspondence, Roslin reported that the library endowment fund with the Greater Des Moines Community Foundation as of December 31, 2023 stood at \$62,385.62.

Roslin gave the monthly report for January. Total circulation was 2,996 printed materials and 1,717 downloadable items. Computer usage for the month was 304 with 866 recorded uses of the wireless. There were a total number of 1,577 visits to the library, an average of 68 visitors a day. Meeting room use is 106 times during the month. Chess Club for grades 3 – 6 has been very busy and well-attended. Regular programming for book club and DIY crafts has been good. Trivia will be on Feb. 22 at 6 p.m. The budget presentation to the city council is scheduled for March 4. Legislative Day is planned for March 5 when library supporters are encouraged to show up to speak about library-related issues. The Friends book sale is scheduled on April 11 – 13 during National Library Week.

Under Media Strategy Plan, the March calendar will be published in a week and all activities announced. There has been great response on social media when a friend posted about Larry Scott's display of paintings and pottery at the library. Local station KNIA/KRLS helps with free publicity, as well as local newspapers.

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

Under Unfinished Business, the board discussed the library park. Construction documents are close to being completed and ready for review by the board and city council. Plans are for construction to begin in the spring. After discussion, Johnson moved to name the park "Dixie's Garden." Shaw seconded the motion. Motion passed.

Under New Business, the board discussed having RAGBRAI stopping overnight at Knoxville in July. Since planning is just in the initial stages, the item was tabled to another time.

There being no other business, the meeting was adjourned at 5:05 p.m. The next regular meeting will be held on March 19, 2024 at 4:00 P.M. at the library.

Roslin Thompson  
Secretary