

## **Library Board of Trustees Meeting September 17, 2024**

The Knoxville Public Library Board of Trustees met at the library on Tuesday, September 17, 2024 at 4:00 p.m. Members present were Elly Shaw, Jan Evans, Lindsey Carlson, John Mertz, Erin McBride, and Laura Kendrick. Dave Garcia (term started in September 3, 2024) was absent.

The meeting was called to order by Carlson. There were no public comments. Shaw moved, McBride seconded to approve the minutes of the August 20, 2024 meeting as mailed. Motion passed unanimously.

Under Correspondence, Roslin read a “Thank You” card from author, Wini Moranville, for a great event on Sept. 12. A meet-and-greet was held at the A&P Pub with the mayor and his wife present, for which Ms. Moranville was impressed and grateful.

Roslin gave the librarian’s report for August 2024. Total circulation was 3,289 printed materials, 950 non-print materials. Electronic materials numbered 1,603 items. There were 1,727 visits averaging 69 people each day. Roslin has been working on the Annual Survey and shared some of the statistics with the board. The Annual Survey is due October 31, 2024 and was submitted last week. The Marion County trustees’ training is on September 18<sup>th</sup> at 6:00 p.m. There is a full calendar of events in September and October. Story time has resumed and brings in multiple families. The Iowa Library Association conference will be Oct. 10 and 11 at Des Moines.

The Fall newsletter is out and available on the website and in print. The Friends group will have their book sale on Oct. 17 – 19. A new Story Walk is in place leading up to the Bessie Spaur Butterfly Garden.

Under Media Strategy Plan, various events will be publicized through the usual media outlets.

McBride moved, Mertz seconded that the revenue and expense report for August be approved. Motion was unanimous. Evans moved, Mertz seconded the city trust report for August be accepted. Motion was unanimous. Kendrick moved, McBride seconded the approval for payment of bills for September. Motion passed unanimously, and a copy is attached to the minutes. Shaw made the motion that \$100,000 be transferred from the IPAIT Capital Project fund to the checking account for the Capital Project fund so bills could be paid. Evans seconded the motion and it passed unanimously.

Under Unfinished Business, the board discussed the progress of the library park. We are waiting on the delivery of two picnic benches. The architect had a final punchlist written for the contractor to fulfill. The committee for the library director search had six applicants for the position and will interview two applicants who had the required credentials.

Under New Business, the board decided on the date for the ribbon cutting for Dixie’s Garden as October 4 at 4:30 p.m. after the Homecoming Parade. Anyone connected to the project is invited to the ceremony, especially Mayor Hatch and city council members, donors for the project, relatives of Dixie Cornell Gebhardt, and other stakeholders.

The first review of the meeting room policy was discussed and library staff was tasked to report to the board at the next meeting. The board discussed the best time to change the time and day of board meetings and decided on the second Monday of each month at 5:00 p.m. Mertz moved, McBride seconded to approve the Annual Report FY2024 as presented. Motion passed.

There being no further business, the meeting was adjourned at 5:15 p.m. The next regular meeting will be held Monday, October 14, 2024 at 5:00 PM at the Knoxville Public Library.

Roslin Thompson, secretary