

PELLA PUBLIC LIBRARY
Board of Trustees Meeting
May 11, 2021

I. Call to Order: President Brenda Huisman called the meeting to order at 4:05 p.m. Board members present were: Nathan Copeland, Darath Fisher, Dayrel Gates, and Kenny Nedder. Library Director Mara Strickler was present. Kristi Leonard and Suzy Card were absent. Due to heightened public health risks associated with the COVID-19 pandemic, accommodations were made to broadcast this meeting via Zoom video conference.

II. Recognition of Visitors and Visitor Comments: There were no visitors present.

III. Approval of Agenda: The May meeting agenda was received by all Board members prior to the meeting. There were no changes to the agenda. The agenda stood as presented.

IV. Disposition of Minutes: All Board members received the April 2021 meeting minutes prior to the meeting. Darath moved to approve the April minutes as written. Dayrel seconded the motion. The minutes were unanimously approved.

V. Approval of Bills: All Board members received the May list of bills prior to the meeting. After a brief discussion and questions regarding the bills, Kenny moved to approve the May bills. Brenda seconded the motion. The bills were unanimously approved.

VI. Unfinished Business:

- a. **Review of COVID-19 reopening plan** – Mara reviewed the proposed COVID-19 reopening plan, including the four sections of In-Person Programming/Meetings; Quarantining of Materials; Social Distancing/Seating; and Masking. She has received no concerns to date from the city administration. The Board supported continuing with the plan as presented and to revisit the occupancy limit again in June.
- b. **Board Recruitment: Review of applications** – All Board members received copies of the trustee applications submitted for the vacant positions prior to the meeting. The Board reviewed each member's feedback and had a discussion on the applications. The Board then approved the recommended nomination of Matt Van Gelder to serve on the Board. Mara will pass the recommended nomination along to the Mayor for City Council's approval.

VII. New Business:

- a. **Iowa Trustee's Handbook: 2021 Edition** – Mara discussed her intention to incorporate sections of the handbook throughout the year to help facilitate the work of the Board. She recommended reviewing the section titled "Roles and Responsibilities of the Director, Board, and City" for a review of the differences between each. She also recommended reviewing the section titled "Common Elements of Strategic Plans" to prepare for the strategic planning process later this year. She recommended adding an agenda item for the next board meeting to discuss the section titled "Board Evaluation" and determine if the Board would like to utilize this process going forward. The Board supported this recommendation.

VIII. President's Report and Announcements:

- a. President Brenda informed the Board of the death of a staff member's parent. Condolences will be sent.
- b. President Brenda reviewed her recent visit to the Louisiana State Library that is still closed due to COVID-19.

IX. Director's Report:

- a. **Library Staffing** - Amy Kelpé began orientation at the Library on Thursday, 4/15. We are happy to welcome Amy who is long-term resident of Pella and patron of the Pella Public Library. Amy is being trained to take over repair of books from Dawn Van Berkum who has taken on Vivian Koolstra's duties. Please join me in welcoming Amy to the Library!
- b. **Webb Shadle Public Library** – In 2017 the Library adopted a Subscription Library Card Policy, in part to serve residents of Pleasantville who were not eligible for the State funded Open Access reimbursement program, but in February the residents of Pleasantville passed a levy to transition their private library to a public

library, making them eligible for state funded resources. The policy should be retained to serve those very few cities not covered by Open Access. Congratulations Pleasantville!

- c. **Marion County Libraries Director's meeting and Community Read** – The Directors of the Marion County Libraries met on Tuesday, 4/20/21 at the Knoxville Public Library at 10 am. We discussed plans for the Marion County Community Read of *We the Interwoven v. 3* on Tuesday, 4/27/21 at 6 pm via Zoom. 6 of the 7 authors took part in the panel discussion and one of the editors served as moderator.
- d. **Library Woodworking Project** – The Library was prepared to begin restoration/repair of the broken bookshelf from the original Library building, but we have had to delay the project for the following reasons:
 - Given the age of the unit, concerns were raised regarding lead remediation and it was determined that the project could not be completed in the basement; a staff person volunteered their garage as a workshop, but arrangements would need to be made to move the unit.
 - The more significant issue is that it was decided that since the bookshelf would be worked on off-site, when it comes home it should not be returned to the basement. That means that we need to find a new home for it on the main floor of the Library or off-site, which we are currently working on. I reached out to the staff of the Pella Historical Society who stated that they may be interested in accepting the unit and, if so, may have resources to complete any repair or restoration of the unit. We want to be sure that we have the space set aside for it before beginning the project, so I think it is best to delay until we have that confirmed.
- e. **Upcoming events**
 - See our May calendar:
<https://pellalibrary.libcal.com/calendar/main?cid=8842&t=m&d=0000-00-00&cal=8842&inc=0>

X. Trustee training reports: Mara reviewed upcoming training opportunities:

- a. **State Library Boardroom Series** – Inspire your Community with Inspiring Library Stories
 - Tuesday, May 25, 2021 from 6:00-7:30 p.m.
- b. **Marion County Board of Directors Meeting**
 - Thursday, September 9, 2021
 - CE Provided by State Library Consultant: Maryann Mori

XI. Committee reports:

- a. Personnel Committee:
 - Mara discussed the upcoming Director's evaluation and officer nominations scheduled for the June meeting.
- b. Policy Committee: There was no committee report.

XII. Adjournment: President Brenda Huisman adjourned the meeting at 5:05 p.m. The next regularly scheduled board meeting is scheduled for June 8, 2021.