

**-Coralville Public Library Board of Trustees
August 4, 2021**

**A meeting of the Coralville Public Library Board of Trustees was held
Wednesday July 7th, 2021 at 6:00 pm at the Coralville Public Library**

Present: The following members of the Library Board were present: X. Cretzmeyer, Amanda Elkins, Deborah Hatz, Keith Jones, Pat Kenner, Shaner Magalhães, Bob Turnquist, Also present: Ellen Alexander (Assistant Library Director), Mike Jorgensen (Adult Services Librarian).

Absent: Mitch Gross (City Council Representative), Alison Ames Galstad (Library Director).

President Jones called the meeting to order at 6:00.

The Board considered approval of the agenda. Magalhaes motioned approval of the agenda, Turnquist seconded. The motion passed unanimously.

The Board considered approval of the minutes of the July 7th, 2021 meeting. Kenner moved approval of the minutes. Hatz seconded. The motion passed unanimously.

The Board considered approval of the bills for July. Turnquist asked about Niche Academy – this is for a training website we have a new subscription to. There were questions about the Little Village invoice – it is for advertising. Magalhaes moved that the bills be approved as presented, Turnquist seconded. The motion passed unanimously.

Mike Jorgensen, Adult Services Librarian, gave the staff report. He talked about the programming he does. He also manages most of the adult collections, and produces the monthly newsletter. He reported summer reading program numbers for this summer: 361 registered in person and online, 176 completed.

The Board reviewed the Meeting Room Use Policy. Alexander explained that the information about catering needing to be through the CoOp café has been removed from this policy. Magalhaes moved that the policy be approved as presented, Elkins seconded. The Board also looked at the form that is used to reserve a meeting room, and Alexander noted that a blurb about maximum capacities not taking social distancing into account was added to this.

Cretzmeyer reported on behalf of the Friends. They have a volunteer who will be doing promotion on social media. They will be having a book sale on 8/7 from 10-3 in the lower level of the parking ramp – it will be free will donation. On August 14th they will have a table at the 5th Street Social. They are hoping to have a book sale in all the library meeting rooms on November 12th and 13th.

The Foundation meets on August 18th.

Alexander gave the (Assistant) Director's Report. The reports are a little different this month. Curbside pickup has gone down enough that it was not worth the calendar report we have been doing. She noted the addition of "app launches" to the statistical report. She also added a page with a graph of number of people in the building, which remains low. There are more people in the building, time limits were lifted as of August 1st. Study room and computer time may now be extended. Monday through Thursday hours will go back to our "normal" hours starting September 1st. Express computers will be moved from the café to the community resources room, and we will no longer be using the café for services. Children's Services will be adding four public computers back. We have begun taking meeting room reservations for meetings starting September 1st. There is a Community Meal planned with the Food Pantry for September 10th. Shalar Knupp has been hired as the ILS Administrator and Wendy Stevenson has been hired as the Library Assistant – Technical Services. They were both working for us part-time. 167 teens signed up for the Teen Summer

Reading Program, 117 got to the half-way point, 75 completed the whole program. Children's gave 65 paper forms, had 532 sign up and 192 complete. Another 152 completed it through three Coralville daycares. We will try some indoor programming in the fall.

Free Medical Clinic will be here again on August 28th – they helped 10 people this month.

The Library will have a table in the Kids Zone of 5th Street Social.

There will be some construction on the parking ramp coming up soon.

The next meeting will be Wednesday September 1st.

The meeting was adjourned at 6:45.

Respectfully submitted,

Ellen Alexander

Assistant Library Director

(Subject to approval at the September 2021 meeting.)