

Coralville Public Library Board of Trustees
August 12th, 2020

An Electronic Meeting (pursuant to Iowa Code Section 21.8) of the Coralville Public Library Board of Trustees was held Wednesday August 12th, 2020 at 6:00 pm because a meeting in person was impossible or impractical due to concerns for the health and safety of Trustees, Staff and the Public presented by COVID-19. Until further notice all of our Board of Trustees Meetings will be held electronically only. The meeting was live streamed Wednesday August 12th, 2020 at 6:00 pm on www.coralville.org/coralvision.

Present: The following members of the Library Board were present: X. Cretzmeyer, Amanda Elkins, Deborah Hatz, Keith Jones, Pat Kenner, Shaner Magalhaes, Mitch Gross (City Council Representative). The following Library and City staff members were present at city hall: Alison Ames Galstad (Library Director), Ellen Hampe Alexander (Assistant Library Director), Jon Hines (City of Coralville Communications Specialist).

President Jones called the meeting to order at 6:00. All board members are attending virtually, while Galstad and Alexander are present in the City of Coralville Council chambers in order to maintain access for public comment. Public comment was also invited via mail or email. All votes will be via roll call. There was no one present for public comments.

The Board considered approval of the agenda. Elkins moved that the Board approve the agenda as presented, Kenner seconded. The motion passed unanimously.

The Board considered approval of the minutes of the July 8th, 2020 meeting. Hatz moved that the minutes be approved, Kenner seconded. The motion passed unanimously.

The Board considered approval of the bills for July. Hatz asked about the bill from Radio Sales and Service. Galstad explained that this is for walkie-talkies that we have been using. They let us borrow several, and we eventually bought more. Magalhaes motioned that the bills be approved as presented. Elkins seconded. The motion passed unanimously.

The Board considered removing the weapons restriction from the Library Patron Conduct Policy per compliance with recent state legislation, HF2502. This law, passed at the very end of the last state legislative session, prohibits public buildings from prohibiting weapons, unless they have a metal detector and a guard during all open hours. The city attorney advised we just remove all of section 3 from the policy. Kenner moved that this section be removed from the policy. Magalhaes grudgingly seconded. The motion passed with all begrudging ayes and Cretzmeyer voting no.

The Board considered the recommended actions in the CPL Board of Trustees Statement on Race and Social Justice, specifically to advise the Library on the creation of an Anti-Racism Advisory Committee. Galstad wondered if convening the committee was something library staff or the Board members were meant to do. Elkins read it as the Board recommending that library staff convene the committee. Galstad was comfortable with this, but welcomed any recommendations about size, etc. Cretzmeyer wondered if the Board should discuss the size of the committee, and wondered if there were any other ad-hoc city committees to look at. Everyone agreed that somewhere between 5 and 8 members would be most effective, and Magalhaes mentioned that the chair should be a strong moderator. Kenner wondered if the board should come up by-laws or a statement of purpose. Galstad thought just giving the committee a charge should be enough. Jones expressed concern that this adds another thing to Galstad's plate. Galstad said that while she appreciates that, she feels this is very important so is happy to take it on.

Cretzmeyer gave a brief Friends report. Their May booksale was cancelled. Galstad added that they are going

to try having an outdoor sale in conjunction with the Community Wide Garage Sales on August 22nd. It will be much smaller than a typical sale, and will be a pay-what-you-want model. This will be on the library lawn.

Kenner asked if masks are currently being required in the library or not. Galstad said that we have been requiring masks for any one-on-one consultation. Galstad requested clarification from Kevin Olson on the County mandate, and just received the recommendation that we have signs indicating masks are required due to the mandate by the Johnson County Department of Public Health. So masks are now required in the public areas of the building.

The Foundation has not met, and strategic planning is still postponed. There have been a few generous donations recently. One couple living in Coralville heard about the CDBG grant for the hotspots and were so impressed that they gave more to help sustain the program. Galstad will poll the Foundation about how they'd be most comfortable meeting when they do.

Galstad gave the Director's Report. Reports were sent via email by Jon Hines. Gifts listed were largely from the Friends, mostly in support of summer reading programs. We received \$500 from the North Corridor Rotary Club (Galstad attended their meeting via Zoom). There was also a check from Sharpless and the metal yard for what was cleaned out of the storage room.

Emedia and Kanopy use keep increasing. We continue to do curbside pickup between 12-2 every day and 5-6 on weekdays. The calendar shows the number of pickups, and also the number of items picked up. We are still seeing fairly high numbers. We are looking at new scheduling for fall, and possibly expanding curbside pickup to be available the whole afternoon on weekdays.

Cretzmeyer asked about the circulation numbers on July 3rd and 4th – we are investigating that. They could be renewals. Magalhaes asked if we might make appointment for pickup like ICPL is doing. Galstad said we are still working out the details. We are also working on adding browsing appointments, and have started checking out laptops for a week. This week we are adding two express computers in the cafe as well. Since the storm hit Monday we have had many people coming to use our wireless and power. We took chairs, power strips, and charging stations outside and had many people taking advantage. The library only lost power briefly.

Magalhaes asked how browsers know when their times is up. We give them a timer, and we start one as well. Magalhaes also thought the drive-in movie was a great idea, and asked how it went. It went very well. Jones mentioned that it was nice to see the article about it in the paper.

Jones asked if there were any thoughts about the café space. Galstad has not been approached, and we haven't thought much about it because we immediately moved library services into that space to be closer to the entrance.

Jones also asked for thoughts on continuing meetings on Zoom. Hatz mentioned she is not comfortable meeting in person, and Cretzmeyer supported the idea of leaving things as they are for now. Kenner mentioned that the bushes on both sides of the exit make it hard to see when leaving the parking lot on 12th Avenue. Galstad will pass this on to maintenance.

Hatz expressed her appreciation for the Friends for their ongoing support, especially now through the pandemic.

Magalhaes moved that the meeting be adjourned, Cretzmeyer seconded. The meeting was adjourned at 7:00.

Respectfully submitted,
Ellen Alexander
Assistant Library Director
(Subject to approval at the September 2020 meeting.)