

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

**Present:** The following members of the Library Board were present:, Deborah Hatz (via Zoom), Keith Jones, Pat Kenner, Bob Turnquist. Also present: Alison Ames Galstad (Library Director), Ellen Alexander (Assistant Library Director), Sara Glenn (Youth Services Coordinator).

**Absent:** X. Cretzmeyer, Amanda Elkins, Shaner Magalhaes, Mitch Gross (City Council Representative).

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

The Board considered approval of the agenda. Hatz motioned approval of the agenda, Kenner seconded. The motion passed unanimously.

The Board considered approval of the minutes of the September 1, 2021 meeting. Turnquist pointed out an error in the Mitch Gross is listed on them as present but he was not in attendance. With that change, he motioned that the minutes be approved. Kenner seconded. The motion passed unanimously.

The Board considered approval of the bills for September. Galstad mentioned that the CSS bills are for VMWare upgrade and maintenance. Hatz moved that the bills be approved as presented, Turnquist seconded. The motion passed unanimously.

Sara Glenn, Youth Services Coordinator, gave the staff report. She talked about how Children's Services has adapted services for the pandemic. She has been a children's librarian for 26 years, 16 of those have been at CPL. An up side of the last year: she really enjoyed getting to work on part of a smaller team and getting to know more about other library and city staff members. She showed what the story walk was like that they set up in the parks this summer – she got to work with the city's "turf specialist." They worked with Solon and North Liberty Library cooperating on the story walks. In September, they were planning to do storytimes outside, but then construction on the parking lot started and they had to change the plan because of the noise. They held storytimes in Schwab, but more toddlers than preschoolers were coming, so they started to plan a more general storytime and called it "storytime fun" rather than "preschool storytime." They are being very flexible and responsive, and are working on trying to get more people into programs. Children's Services received a grant to work with the ICM on Kindergarten Readiness for those with barriers – still working on. Also, involved in an Anne Frank sapling project. Someone from the University of Iowa has a seed from the tree outside the annex Anne Frank was in and we will do programs around it to celebrate. Glenn showed a few storytime-to-go kits – have put together twenty of them. Also, working on providing access to Dolly Parton's Imagination Library for patrons. That will be funded by the Friends and the Foundation. It's been hard to work with the schools since visitors aren't allowed, but Glenn has been in contact with the online librarian and is working on ways to help them. Also, went to a Kirkwood Elementary outside program. Children's Services has also been working toward getting a book bike, which is also funded partly by the Foundation.

She talked about WHY she does what she does – she wants kids to LIKE to read, and to see the library as a good & safe place. Kids the last two years have missed out in social-emotional learning, and we are trying to address that some. She let the Board decide which of two books to read. She read Foodie Faces, by Bill and Claire Wurtzel. Galstad mentioned that the CPL will be doing the signing up of families for the Imagination Library, so will hopefully be able to make a connection with some new families. The closest public library doing this is Cedar Rapids Public Library. It will only be for Coralville kids.

The Board reviewed the Fines Policy, the Loan Periods, Reserves, Renewals, and Limits Policy, and the Lost and Damaged Materials Policy. Last month, the Board voted to eliminate fines on everything but laptops and hotspots, but needed to re-work the policies. Turnquist moved that the policies be approved as amended and

presented, Jones seconded. The motion passed unanimously.

Galstad reported that the Friends received a large donation of books this weekend – around 1,000 items. They have been having volunteers work on processing these, hopefully in time for their November 12-13 Super Sale.

Galstad gave a Foundation report. She and Diana Lundell have been meeting with Robyn Hepker in the hopes that a mailing is ready to go out around Thanksgiving.

Galstad gave the Director's Report. She asked Kelli Brommel to introduce herself – he is a current MLS student and works PT for CPL. Galstad pointed the Board members to the statistics in their packets. Circulation was around 28% electronic items, 72% physical. Laptops checkouts were double what they were last September. Hotspot circulations are slightly down, but some need replaced and we will be ordering more soon. In Gifts, there was \$600 from Hills Bank in support of the Teen Summer Reading Program, and a \$200 anonymous donation. The Free Community Meal on September 10<sup>th</sup> was successful, and served over 350 meals. Meals were served to a line going through the cafe area in to-go containers, and most people took them to go but a few ate on the patio or library lawn.

Other programs are pickup up a bit – the ELL class continues to meet online, storytime attendance ebbs and flows, and Wee Zoom is going really well. It's a Mystery will meet simultaneously on Zoom and in person with the new Owl camera (which is being used for the Board meeting tonight). At the end of October, Chad Lewis will present his popular Paranormal Iowa program via Zoom, and people are welcome to attend at the library as well.

The ILA Conference started today – Mike Jorgensen and Sara Pitcher are both there today through Friday. Tomorrow Galstad and Alexander will attend the Iowa Women's Foundation luncheon locally, and then Galstad will go to ILA for lunch on Friday in order to present the welcome basket in anticipation of ILA being in Coralville next year. There are several "teentober" events and crafts this month. The Spooky Tubas will perform at a special storytime last in October.

We have become a Covid Self-test pickup site, along with City Hall. These are spit-tests that JCPH is giving out – they are mailed or dropped off at the State Hygienic Lab. We have been having trouble keeping them in stock!

The parking lot repair is underway – the section closest to the library was fenced off (including access to the drive-up book drop) the last few weeks, so we quickly put up a tend and pulled together a schedule for staffing it to give directions and take returns in the parking lot. The west side is now resurfaced, and they are working on the east side of the lot. Sometime next week, both of the 12<sup>th</sup> avenue entrances to the lot will be closed.

We will host early voting on Sunday October 31<sup>st</sup> from 10-4, and will be a polling place on Tuesday November 2<sup>nd</sup>.

There was no update on the food pantry grant.

Galstad will not be here for the next Board meeting on November 3<sup>rd</sup>, as she'll be going to help with her new grandbaby.

Kenner moved the meeting be adjourned, Turnquist seconded. The meeting adjourned by consensus at 7:00 pm.

The next meeting will be Wednesday November 3<sup>rd</sup>.

Respectfully submitted,

Ellen Alexander  
Assistant Library Director  
(Subject to approval at the November 2021 meeting.)