

Indianola Public Library
Board of Trustees Meeting Minutes
April 12, 2022

(This meeting was held remotely using Zoom and in person. The meeting was made open to the public via reserved space at the IPL as well as a public comment form).

Present: Library Director Michele Patrick, Andy Brittingham, Cyd Dyer, Colleen Wilmott, Tom Smith, Sally Van Dorin, Emmett Konrad and Melanie Hundertmark.

The meeting was called to order by President Andy Brittingham at 5:47 p.m.

There were no public comments.

An agenda was approved

The minutes from the March 8, 2022 meeting were approved (motion Sally Van Dorin, second Emmett Konrad)

Trustee Continuing Education:

Library building size comparison: Data showing how the Indianola library compares with other cities of similar size and location. In comparison to peers, Indianola ranks 15th out of 15 and shows that population our library is much smaller than its peers. The shelves are full with no room to grow especially in teen and children's sections. Activity and usage can justify adding library staff, but there is not enough workspace to add employees in the current building. The library's one meeting space doesn't accommodate the number of requests from the community or the library activities.

Financial Reports:

Monthly Financial Reports and Monthly Claims were reviewed. Financial reports were approved (motion Emmett Konrad, Sally Van Dorin)

Unfinished Business:

The boiler replacement will most likely not be replaced in this FY due to shipping issues, but the funds will move to FY23 and June is still a possibility.

Lighting quotes are coming into address three main issues including outdated overhead fixtures, a broken light fixture beneath the skylight, and replacing the central control switch. The board will decide if want to move forward with fixes once quotes are determined.

Reviewed the PowerPoint that will go out to public and strategic committee that has been working on this plan for the last 4 to 5 years. Plan began as police/fire needing additional space and to remodel building while removing city hall. Plans changed when it was discovered that library also had needs and no room for growth. City Council approved a plan in October 2019 to build a new library and city hall.

New Business:

Bond referendum for public safety buildings and library/city hall will need to be separate due to legal. One campaign is planned as one project if both bonds pass Council.

A resolution requesting facilities improvements for the Indianola Public Library was approved by the Board (motion Melanie Hundertmark, second Colleen Wilmott) – unanimous approval vote.

FY23 Budget was discussed and approved by the Board (motion Colleen Wilmott, second Sally Van Dorin).

Policy Change of Kanopy Streaming Video subscription was discussed and approved limiting the service to Indianola and rural Warren County residence only due to popularity (motion Tom Smith, second Colleen Willmott).

Policy Change for video games checkout was discussed and approved adding language to the circulation policy to include a difference between board games and video games (motion by Melanie Hundertmark, second Cyd Dyer).

Our strategic plan calls for a policy audit in 2022. This was completed and it was determined that the Volunteer and Photo/Video policies needed to be updated. Once complete they will be brought for approval.

Reports:

The Friends of the Indianola Public library renewed the summer passes for 2022 and purchased a new wind tunnel for the children's area.

Director's Report –

An update on the DinoFest event that brought in almost 300 people to the library. Due to the limited space, the event was spread over the entire library. Several members of the Friends and Simpson's Phi Beta Phi sorority volunteered to help with the big event.

The University of Iowa's Carnegie Libraries in Iowa Project has finished digitizing our records and the archives are now online.

LibraryCalendar software was purchased to handle room reservations and events effectively. The goal will be to launch it by May 1st.

A new library logo was completed by Alison giving it a new fresh look with a color palette that better matches the City's purple and gold colors.

The library hosted the employee breakfast with the city manager candidates. About 70 employees attended.

Library Statistics:

Discussion on circulation, numbers continue to improve to pre-COVID stats. Michele shared graphs representing where our current building ranks upon peer community of similar size. Indianola ranked the smallest in building square footage and by population.

The meeting was adjourned by Andy Brittingham at 7:09 pm (motion by Colleen Willmott, second Emmett Konrad).

Sincerely,
Melanie Hundertmark
Meeting Secretary