



Mitchell Public Library Board of Trustees meeting

3/16/2021 - Minutes

1. Call To Order

Board President Ann Temple called the meeting to order at 5:01 p.m.

2. Roll Call

The following members were present in person: Ann Temple, Dennis Nath, Emma DeVos, Deb Everson, Diana Goldammer, and Steve Rice. Also present were Kevin Kenkel, Library Director, and Allerie Loof, Cataloger.

3. Approval Of The Agenda

Motion by Nath, seconded by Rice to approve the agenda. All members present voting "Aye". Motion carried.

4. Approval Of The Minutes

Board members reviewed the minutes from the February 23, 2021 board meeting. Motion by Goldammer, seconded by DeVos to approve the meeting minutes. All members present voting "Aye". Motion carried.

5. Director's Report

Kenkel introduced Allerie Loof, the library's new cataloger to Board members. Board members welcomed Loof to the library. Kenkel reviewed written reports, including monthly statistics and plans for summer programming. Motion by Rice, seconded by Nath to approve the director's report. All members present voting "Aye". Motion carried.

6. Financial Report & Approval Of Bills

Board members reviewed the February budget reports and bank statement. Motion by Rice, seconded by Everson to approve the financial reports. All members present voting "Aye". Motion carried.

7. Business Items

A. Approve Funding Requests (Action Item)

Kenkel presented a funding request to purchase two new staff computers to replace Allerie Loof's and Ada Morales' computers, both which were manufactured in 2011. Motion by Goldammer, seconded by DeVos to approve funding of \$1,600 for these computer replacements. All members present voting "Aye". Motion carried.

Kenkel presented a funding request to purchase two copies of the book selected for the upcoming Spring Storywalk. Motion by Goldammer, seconded by DeVos to approve funding of \$50 for this project. All members present voting "Aye". Motion carried. DeVos offered that Main Street and Beyond can assist with contacting businesses to participate in this program.

B. Review And Approval Of Updated COVID-19 Policies (Action Item)

Board members reviewed the updated proposal submitted by Kenkel regarding COVID-19 library operations and hours. Board members expressed their support for increasing the length of patron visits to the library from 30 minutes to 60 minutes. Board members also supported providing a limited amount of additional seating for patron use. These changes will begin immediately. Additionally, the library will be open to the public 10:00 a.m. - 7:00 p.m. Monday - Thursday, 10:00 a.m. - 6:00 p.m. Friday, and 10:00 a.m. - 4:00 p.m. Saturday beginning April 1. No action was taken.

C. Discussion Of Easter Weekend Hours (Possible Action Item)

Kenkel proposed that the library be closed Saturday, April 3. The city provides a half-day of holiday on Friday, April 2. Board member asked a number of questions about scheduling. Motion by Rice, seconded by Nath to approve the library being closed Saturday, April 3. All members present voting "Aye". Motion carried.

D. Approval Of Revised Collection Development Policy

Board members reviewed the updated draft of the library's Collection Development Policy, including the new Statement of Concern form. Motion by Rice, seconded by Goldammer to approve the updated policy and new form. All members present voting "Aye". Motion carried.

8. Committee Reports

No committee reports were presented.

9. Board Input

Nath asked about the state of masking among patrons since the mask mandate ended. Kenkel informed Board members that the majority of people visiting the library still wear masks. Those who visit without masks practice social distancing.

10. Citizen's Input- Public Presentation To, Or Discussion With, The Board.

No citizen input was offered.

11. Adjournment

The next Board meeting is scheduled for April 20, 2021 at 5:00 p.m. in City Council chambers.

There being no further business, President Temple declared the meeting adjourned at 6:05 p.m.