

PELLA PUBLIC LIBRARY
Board of Trustees Meeting
April 9, 2019

I. Call to Order: President Praveen Mohan called the meeting to order at 4:14 p.m. Board members present were: Verlan Den Adel, Brenda Huisman, Jane Koogler, Praveen Mohan, Kenny Nedder, and Rachel Sparks. Library Director Wendy Street was present. Angela Adam was excused.

II. Recognition of Visitors and Visitor Comments: There were no visitors present.

III. Approval of Agenda: There were no changes to the agenda. The agenda stood as presented.

IV. Disposition of Minutes: All Board members received the March 2019 minutes prior to the meeting. Jane moved to approve the March minutes as written. Verlan seconded the motion. The minutes were unanimously approved.

V. Approval of Bills: All Board members received the April list of bills prior to the meeting. After a brief discussion and questions regarding the bills, Kenny moved to approve the April bills. Brenda seconded the motion. The bills were unanimously approved.

VI. Unfinished Business: There was no unfinished business.

VII. New Business:

- a. Upcoming Board vacancies – Jane and Praveen both have completed two terms on the board and will create two openings on the board this year. Wendy has started the process to gather potential new board applicants. She has set a deadline of May 9th. This will allow the board to review the pool of applicants during the May board meeting.

VIII. President's Report and Announcements:

- a. Wendy's upcoming retirement – Wendy has announced her retirement and her last day will be July 1st. Praveen and the board passed along thanks to Wendy for her 17 years of service with the Pella Public Library. Praveen requested that Brenda, Rachel, and Kenny drive the process to find a new library director. They will plan to provide an update on the process during the May board meeting.

IX. Director's Report:

- a. **National Library Week** – We'll be having our Food for Fines drive during National Library Week. We will also offer "green screen pictures" on April 9, 10, 11.
- b. **Appreciation meals for Parks and Public Works** – On March 26, library staff provided lunch for the Parks and Public Works staffs. This has been a tradition for the past several years to thank those crews for the work they do caring for the library grounds and parking lot.
- c. **Book Bike** – Our Book Bike was delivered April 1. Its first official appearance will be in the Tulip Time afternoon parades. We plan to take the Book Bike to Thursdays in Pella and the summer sack lunch sites. We are also working on a way for organizations to request a visit from the book bike, using our meeting room reservation system. As you know, this has been a pet project of mine for a few years, so I am particularly excited to roll it out (pun intended). The Book Bike was funded by a grant from the Pella Community Foundation.
- d. **Building and grounds** –
 - The Collaboration Room has been updated to HDMI
 - We updated the library's wireless access points
- e. **Statistics**
 - Adventure passes: 29 total (9 Zoo, 10 Science Center, 9 Botanical Garden, 1 Skating)
 - FaxScan24: 11 faxes sent
 - Mobile print service: 14 users sent 54 jobs totaling 247 pages

- Hoopla:
 - i. 241 total circs borrowed by 230 patrons
 - ii. 89 patrons used all 3 checkouts
 - iii. Average price per circulation: \$2.17
 - iv. 184 patrons were blocked by the budget caps
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- f. **Upcoming events** – We have a lot of stuff going on in April!
 - April 3, 10, 17, and 24 from 3:00 to 5:00 p.m.: **Whatchamacallit Wednesdays**. Intended for kids in grades K to 5th. A movie will be shown on April 24.
 - April 4 at 7:00-8:00 p.m.: **Megathon Preview Night!** Join us for an introduction to the online game “Stall Catchers” that we will play together on Citizen Science Day.
 - April 7-13: **Food for Fines**.
 - April 8 at 7:00 p.m.: **Culture Night: Puerto Rico** featuring Yara and Leila Braulio. Learn about the culture of Puerto Rico from a native, sample authentic food and hear some lively music. Held in Room 206 at the Community Center.
 - April 9 and 11 from 3:30 to 5:00 p.m.: **Green Screen Pictures!** Come check out what adventures we have planned this year. We will also be taking pictures on Wednesday, April 10 from 2:00 to 5:00 p.m. Pictures will be taken in the Story Time Room. Remember not to wear green!
 - April 12-22: **Friends of the Library Book Sale** in the Meeting Room. Open all hours the library is open. Take what you like for the donation of your choice.
 - April 13 from 12:30-2:30 p.m.: **Megathon: A Citizen Science Day Event:** Join thousands of people around the world to play the online game “Stall Catchers” that helps scientists with Alzheimer’s Disease research. Registration suggested for planning purposes.
 - April 18 at 10:15 a.m.: **Genealogy Club** in the Meeting Room. The topic is “What’s Available at County Courthouses?”
 - April 19: **Library closed** for Good Friday.
 - April 21: **Library closed**. Happy Easter!
 - April 23 at 7:00 p.m.: **Library Tales: The Story of Pella’s First Free Public Library:** Russell Buchanan, a graduate student at the University of Iowa’s School of Library and Information Science, will share his journey to reconstruct a timeline of the Carnegie Viersen Public Library through photos and documents. Held in the Library Meeting Room.
 - April 25 at 12:00 noon: **The Brown Bag Book Club** will discuss Killers of the Flower Moon by David Grann.
 - April 27 10:00 a.m. – 12:00 noon: **If You Plant It, They Will Come: Milkweed Seed Giveaway** in the Library Meeting Room. Find out how you can help the iconic monarch butterfly and pick up your FREE milkweed seed.
 - **Saturday story time** is offered every Saturday at 10:30 a.m. Saturday story time is suggested for ages 3 and up with parents.

X. Trustee training reports: There were no Trustee training reports this month.

XI. Committee reports:

- a. Governance & Policy:
 - i. Unattended Children Policy – The policy was reviewed; no changes were recommended.
 - ii. Computer & Internet Use Policy – The policy was reviewed; no changes were recommended.

XII. Adjournment: President Praveen Mohan adjourned the meeting at 5:02 p.m. The next regularly scheduled Board Meeting is scheduled for May 14, 2019.