

**PELLA PUBLIC LIBRARY**  
Board of Trustees Meeting  
February 9, 2021

**I. Call to Order:** President Brenda Huisman called the meeting to order at 4 p.m. Board members present were: Suzy Card, Nathan Copeland, Darath Fisher, Dayrel Gates, and Kristi Leonard. Library Director Mara Strickler was present. Kenny Nedder was absent. Due to heightened public health risks associated with the COVID-19 pandemic, accommodations were made to broadcast this meeting via Zoom video conference.

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

**III. Approval of Agenda:** The February meeting agenda was received by all Board members prior to the meeting. There were no changes to the agenda. The agenda stood as presented.

**IV. Disposition of Minutes:** All Board members received the January 2021 meeting minutes prior to the meeting. Dayrel moved to approve the January minutes as written Kristi seconded the motion. The minutes were unanimously approved.

**V. Approval of Bills:** All Board members received the February list of bills prior to the meeting. After a brief discussion and questions regarding the bills, Brenda moved to approve the February bills. Dayrel seconded the motion. The bills were unanimously approved. Additional bills were added on Feb. 9, 2021.

**VI. Unfinished Business:**

- a. Review of service models and COVID-19 – Changed sign due to the Governor’s recent proclamation to required by CDC and health dept. More push back from a patrons’ about wearing facemasks. (tried to show a paper that has an exemption due to religion, Mara consulted with City Attorney about how staff should respond) Another person walked away from staff member when asked to wear a mask. Will ask two times, then give the patron a document (see Mara for document) Keeping it at 40 patrons at a time.
- b. Pella Community Memory Database Advisory Board – Darah on the committee, met last week, talked about the priorities, reviewing what gets the most hits, web design. Feedback has been positive. Funding only goes to the end of August 2021.

**VII. New Business:**

- a. Board Recruitment: demographics, existing gaps in Board membership – 2 terms coming to an end, Brenda (wanting to stay on) and Kenny (leaving the board), need a male and resident within the city. What specific skills are we needing on the board. Person of color or emerging under-represented population, generational-younger members (20-30 year old), medical professionals, communication skills. Bring a name of a potential board member to next month’s meeting.
- b. Survey Review – Questions of how the response to Covid-19 was a good question. How are these questions used-did they guide the Board? If not, should we add more questions that give use guidance. Do we want to inform strategic plan, inform staff, find gaps in service. Add a single comment field for people to add feedback. Add a question using the capital projects-rank them. Option to leave personal contact information, also if they want to serve on the Library Board or Friends Board.

**VIII. President’s Report and Announcements:**

- a. Notes – Covered the recruitment, complimented the library on what it has to offer to all people of Pella

**IX. Director’s Report:**

- a. **Wowbrary** - Wowbrary is a nonprofit service that provides free customizable weekly email newsletters and RSS feeds about recent acquisitions and Library programs. Wowbrary also offers social media posts and book rivers. The cost to a Library of our size is \$500. Staff feel that this will be a very positive addition to the Library’s website and help us communicate with our patrons. We plan to complete an agreement with Wowbrary this month. Add board members to the list to receive it.

- b. **FOL Board Vacancies** – The Friends of the Library are seeking community members to serve on their Board as President, Secretary, and Social Media Coordinator. This a 2-year commitment and terms begin 4/1/21. Please refer any recommendations to the Director. Many thanks to outgoing Board members: Jennifer Smart, Robin Martin, and Jaime Adrian for their work on the FOL Board and their support of the Pella Public Library. (7 on the Board)
- c. **Statistics**
- Fax24: 4 faxes sent in January
  - Adventure Passes: 9 passes checked out in January
    - i. 1 to the Blank Park Zoo
    - ii. 2 to the Botanical Gardens of Des Moines
    - iii. 1 to Brenton Skating Plaza
    - iv. 1 to the Pella Historical Society
    - v. 4 to the Science Center of Iowa
  - Hoopla:
    - i. 674 total circulations borrowed by 264 unique patrons
    - ii. Average circulation per patron: 2.5
    - iii. Average price per circulation: \$1.99
    - iv. Total monthly cost: \$1,339.15
- d. **Library Upcycle** – In recognition of Earth Day (4/22), the Library is planning a program called Upcycle Challenge which will be on display in the Library in April. The program will offer Library upcycle kits (receipt tape rolls, scotch and book tape rolls and toilet paper rolls, CDs, stickers from the middle of CD/DVD labels (white circles), and DVD cases) for community members to turn into their own work of art. Miss Carol has also solicited submissions from various local artists; many thanks to those artists taking part in this creative opportunity.
- e. **Upcoming events**
- See our February calendar:  
<https://pellalibrary.libcal.com/calendar/main?cid=8842&t=m&d=0000-00-00&cal=8842&inc=0>
- f. Canopy had around 57 views, look at promoting it.

#### **X. Trustee training reports:**

- a. **.Innovative Libraries Online Conference (ILOC) –**
- Thursday, January 21, 2021
  - Equity, Diversity, Inclusion-Keynote looking at trying to recruit, very interactive with audience, recruiting strategies and resources, pairing a new recruit with a mentor
- b. **Marion County Board of Directors Meeting --**
- Thursday, September 9, 2021
  - CE Provided by State Library Consultant: Maryann Mori

#### **XI. Committee reports:**

- a. Personnel Committee: No committee report
- b. Policy Committee:
- i. **Meeting Room policy** – Board members received a copy of the Personal Room policy. Minor changes to neutralize gender pronouns were proposed. Brenda moved to continue with the policy as proposed. Kristi seconded the motion was unanimously approved.
  - ii. **Collection Development policy** – Board members received a copy of the Collection Development policy. Krisiti moved to continue with the policy unchanged. Nathan seconded the motion was unanimously approved. Page 3, #5 change, changed “her” to “their”.

**XII. Adjournment:** President Brenda Huisman adjourned the meeting at 5:00 p.m. The next regularly scheduled Board Meeting is scheduled for March 9, 2021.