

Kendall Young Library
Board of Trustees Meeting
February 21, 2022 Minutes

The Kendall Young Library Board of Trustees met on Monday, February 21, 2022.

Members present were Carol Yanda, Crystal Gordon, Steve Vande Zande, Heidi Barrick, and Gayette Grimm. Also present was Ketta Lubberstedt-Arjes, Ann McLaughlin, Esther Spiwak, Greta Oberender, and Susan Griffith.

The meeting was called to order at 6:00pm by president, Carol Yanda. The minutes of the January 24 meeting were approved as corrected.

Public Input

Esther Spiwak asked the board to consider removing the mask mandate. She also presented a petition.

Farmer's National Report – Tom Schutter

Tom Schutter was not available to attend the meeting. He emailed the Kendall Young Library Trust farm report. See his written report for details.

Financial Reports and Disbursement of Checks

Steve Vande Zande moved and Heidi Barrick seconded the motion to accept the Farmers National Report, the Financial Reports and the Disbursements of Checks. Motion carried by unanimous vote.

Director's Report

January Programs

Children's 21 programs

Total = 152

*We had to cancel 5 programs due to Doreen being sick

Teen 7 Teen Lounge

Total = 11

Adults DIY Take + Make = 100

February Reading Program:

- “Good Will Winter Reading Games” started February 1 and will continue through February 28.
- A donation will be made to Lotus Community Project when the “torch” is filled.
- The goal is to promote reading and participate in Library programs.

March Programs

- Children's programs will continue:

- Wild Things (PreK-2nd) - Tuesdays at 3:45
- Hungry Caterpillars (Preschool) – Wednesdays at 10:30
- Tweens Time (3rd-5th) – Thursdays at 3:45
- Saturday Stem Time (PreK-5th grade)
- Early Out Activity Days – March 8, 10 and 23.
- Teen Lounge will continue.
- Teri is planning 2 in-person programs: DIY and a movie.
- The Spark Joy program will be held March 9 and 10. It is a virtual program hosted by us and 4 other public libraries in Iowa. Patrons must register on our Eventbrite page, and a link with the program will be sent to them.

Building

- Excel Mechanical emailed a quote to repair the pipes. Ketta will get more information about the quote.
- The fire alarm has been installed, and it passed the inspection.
- The next step is to update the security system with Iowa Fire Control. The quote includes 8 panic buttons. Heidi Barrick moved and Gayette seconded the motion to replace the security system. Motion carried by unanimous vote.
- Jon fixed the one-way sign for us.

Other Items

- The Extension and the Library are planning to partner on three projects: 2 literacy programs and a Spanish-language college and career readiness program.
- Whatcha Smokin BBQ (Luther) is coming April 28 for a BBQ and Books program. They are bringing their food truck and will provide a storytime and door prizes. The Library will provide outside games and info on the summer reading program. The public must preorder and pay for their own food.
- We may have a team for the Shifts Happens Dodgeball Tournament. We need 3-5 more players. Jon and I are donating the entry fee to participate it.

Old Business

A. COVID

The Board discussed whether it is time to make changes to the mask mandate policy.

Heidi Barrick made a motion to make face masks optional. The motion was lost for the lack of a second. Gayette Grimm moved and Crystal Gordon seconded the motion to continue the CDC guidelines and require patrons to wear surgical or N95/KN95 masks. Motion carried by unanimous vote.

CDC is expected to make changes in the next couple weeks. The Board will look at the mask mandate when CDC announces the changes.

B. Budget

Gayette Grimm moved and Crystal Gordon seconded the motion to a 2% raise for the Director's salary as outlined in the Director' annual board evaluation.

C. 2020 Financial Report

Sam Burleson emailed the 2020 financial report. The Finance Committee, Ann McLaughlin and Ketta will meet to discuss the report. Ketta will invite Sam to attend the March meeting via Zoom.

D. Ransomware

Ketta provided an update on the ransomware. The Library's email is working. An FBI agent collected data from our hard drives for their investigation against the terrorist. The hard drives will also be sent to the insurance company for their investigation. Todd can restore the data once our hard drives are returned to us.

New Business

A. Employee Update

Stephanie Hill has resigned as a library clerk. However, she agreed to become a substitute.

The Library has four new employees: Rene Didio, Laura Fortune, Valerie Rickert and Kacey Pruisman. Rene and Laura will work at the adult check out desk and Valerie and Kacey will work in the Children's Department.

B. Hamilton Country Trustee Training

Gayette, Crystal and Ketta attended the trustee meeting on January 29th. We will have to renew our accreditation in 2023.

Committee Reports

There was no discussion.

Future Agenda Items

Remodeling the children's department.
The Board needs to discuss the Trustee handbook for continuing education credits.

Other

The next board meeting will be Monday, March 21 at 6:00pm.

The meeting was adjourned at 8:10pm.

Respectfully submitted by Ketta Lubberstedt-Arjes, Library Director