

Library Board Minutes  
November 15, 2021

The Carroll Board of Trustees met in the Community Meeting Room at the Carroll Public Library. Trustees present: Lisa Auen, Marcie Hircock, Brenda Hogue, Summer Parrott, Dale Schmidt, Thomas Parrish, Julie Perkins, Ralph von Qualen, Kyle Ulveling, and director Rachel Van Erdewyk. Trustees absent: None.

Parrott called the meeting to order at 5:15 pm. New City Council Electees were introduced to the Library Board of Trustees: Mark Beardmore, Mayor; JJ Schreck, At-Large Council Member; Kyle Bauer, Ward 3. Absent was Tom Bordenaro, Ward 1. It was moved by Ulveling and seconded by Perkins to approve the agenda. All voted aye. Absent: None. It was moved by Parrish and seconded by Schmidt to approve the October 18 meeting minutes. All voted aye. Absent: None. Correspondence: None. It was moved by Auen and seconded by Hircock to approve the bills. All voted Aye. Absent: None.

Director's Report: Miss Diane continued with Rookie Story Times and started her afternoon read aloud program. Grab and Go Crafts continued. Adult programs continued with Crafty Library Ladies and Evening Book Club Group. Author Linda McCann came and spoke about genealogy research and how she began writing non-fiction. Maker Monday on a no school day had 29 participants. Total program attendance was 1,068. Monthly door count was 3,381. Total resources utilized was 34,572.

Board Education: Van Erdewyk presented information from the section "Evaluating Services and Advocating for Advancements" from the *Iowa Library Trustee's Handbook: 2021 Edition*.

Old Business: Discussion was held to adopt the City of Carroll's personnel policy as the library's personnel policy with the statement clarifying library verbiage vs city verbiage. It was moved by Perkins and seconded by Ulveling to adopt the City of Carroll's Personnel Policy and the Carroll Public Library Personnel Policy Statement. All voted aye. Absent: None. Discussion was held on the library's strategic plan. Van Erdewyk reported there were 47 items on the current plan. 18 items complete, 18 not completed and 11 ongoing/in progress. Revisions to the plan will be brought to a future board meeting. It was moved by Ulveling and seconded by Schmidt to proceed with the current service responses to create a new strategic plan. All voted aye. Absent: None.

New Business: Discussion was held on different advertising and marketing outlets the library could pursue to reach more people about upcoming events and programs. No action taken. Discussion was held on the recommended holiday closures for 2021 presented by Van Erdewyk. It was move by Schmidt and seconded by Ulveling to approve the holiday closure schedule. All voted aye. Absent: None. Agenda Items for next meeting: None.

It was moved by Ulveling and seconded by Auen to adjourn. All voted aye. Absent: None. Meeting adjourned at 6:19. Next regular meeting will be December 20, 2021