

Library Board Minutes  
September 20, 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, Ralph von Qualen, Julie Perkins (5:17), Kyle Ulveling (5:19) and director Rachel Van Erdewyk. Trustees absent: Thomas Parrish.

Parrott called the meeting to order at 5:15. It was moved by von Qualen and seconded by Schmidt to approve the agenda. All voted aye. Absent: Parrish, Perkins and Ulveling. It was moved by Schmidt and seconded by von Qualen to approve the August 16 meeting minutes. All voted aye. Absent: Parrish, Perkins, and Ulveling. Perkins joined the meeting at 5:17. Ulveling joined the meeting at 5:19. It was moved by von Qualen and seconded by Auen to approve the September bills. All voted aye. Absent: Parrish.

Director's Report: Children's program continued with Miss Diane's Facebook live, drop offs to local daycares and her virtual Rookies at Home with Grab and Go crafts pickup. Adult programs continued with Crafty Library Ladies, Poetry Group, Book Clubs, and Miss Diane's senior book drop offs. Maker Mondays continued with an attendance of 173. Summer Reading Program wrapped up in August with 793 participants and 338 completing the program. For August, total program attendance was 3,673. Monthly door count 4,031. Total resources utilized was 38,310.

Board Education: Van Erdewyk asked for recommendations on topics including budget, strategic planning, board relationships, public library standards, evaluating services and library law and legal matters. Van Erdewyk to look for resources on these topics(webinars) to view during meetings or outside of meetings.

Old Business: None.

New Business: Sunday Hours were discussed. Van Erdewyk will gather more data to determine if adequate staff is available for Sundays. Ulveling left the meeting at 5:47. COVID-19 Protocols were discussed. von Qualen moved and Perkins seconded the motion to allow Van Erdewyk to follow the city COVID-19 protocols. All voted aye. Absent: Parrish and Ulveling. The Library Personnel Policy was discussed whether to adopt the city' personnel policy or continue to keep a separate personnel policy. Information was provided for Trustees to compare policies. The library's strategic plan was discussed on how to collect community data for the new strategic plan. Van Erdewyk will draft a survey to be distributed to the community. von Qualen left the meeting at 6:24. A library staff in-service day was discussed. Hogue motioned and Schmidt seconded to have the library closed on November 2, 2021, for staff in-service day. All voted aye. Absent Parrish, von Qualen and Ulveling

It was moved by Auen and seconded by Hircock to adjourn. All voted aye. Absent: Parrish, Ulveling, and von Qualen. Meeting adjourned at 6:27. Next regular meeting will be October 18, 2021.