

Spirit Lake Library Board Meeting

October 2, 2023

Present at the meeting: Roger Brockshus, Carolyn Butterworth, Cindy Davis, Heather Kalkhoff, Vicki Perry. Absent: Christa Butler, Frank Christenson, Matt Early, Krista Elmquist.

The meeting was called to order at 5:14 p.m. by president pro tem Perry. Minutes of the September 11, 2023, meeting were read by Butterworth. Kalkhoff moved, seconded by Brockshus, that the minutes be approved. Motion carried.

Davis presented the financial reports. Revenue was \$387.25 to the General Fund and \$2,585.46 in Direct State Aid. Friends' revenue was \$754.60 in donations and memorials. Motion by Butterworth, seconded by Brockshus, to approve the reports. Motion carried.

Miscellaneous reports:

- Biblionix stats "at a glance": Reports of check-outs and other information generated daily
- Learning Resource Kits: The library has 70 of these, which receive good usage. Challenges continue to be wear and tear on the backpacks, lost contents, and sufficient space in the library.
- The Iowa Library Conference will be October 11 – 13 in Dubuque. Krista and Cindy will attend.

Director's Report:

- The cement work in the rear of the building is completed. Decisions will be made next spring as to how to best equip and use the area, as well as addressing issues of privacy.
- Johnson Controls has evaluated the sprinkler system/ smoke alarms and what work might need to be done to upgrade and monitor the system and tie it in to local EMS.
- Samantha Bowers from the State Library made a visit to our library.
- Shana Stuart with the Carnegie Libraries in Iowa Project visited the library. The organization collects and digitizes historical information about Carnegie Libraries. Cindy provided her with library board minutes from the early 1900s and correspondence between Andrew Carnegie's secretary and the library board around 1908. Shana will come back to Spirit Lake with a program for the board and Friends, as well as an informational meeting for the public.

Unfinished business:

- There was discussion of the digital platform Hoopla. Kanopy, another platform, will be available soon for review.

New business:

- Repair of the front door and the re-keying of all locks is in progress.
- Due to a security issue with the current cleaning company, the City has let that company go. Another cleaning service will be hired as soon as possible.

Programming and Events:

- .James Kenyon will present “Echoes in the Hallways” on October 3 at 7:00 p.m., a shared program to be held at the Milford Library.
- Kathy Wilson will present a shared program on Mary Shelley November 1 at the Milford Library at 2:00 p.m. and a program on the witches of Salem at our library at 7:00 p.m.

The next regular meeting of the library board will be Monday, November 6 at 5:15 p.m.

Motion to adjourn by Kalkhoff, seconded by Butterworth. Motion carried. Meeting adjourned at 5:48 p.m.

Additional business was conducted on Oct. 3: Veteran’s day falls on Saturday, November 11, with the legal holiday for the City being November 10. By general consensus, having the library open regular hours on Friday, Nov. 11, with Cindy and Krista taking a paid holiday that day, and closed on Saturday, Nov. 12, was approved in an email vote.

Respectfully submitted,

Carolyn Butterworth, Secretary