

## Spirit Lake Library Board Meeting

February 5, 2024

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

The meeting was called to order at 5:15 p.m. by president Christenson. Minutes of the January 8, 2024, meeting were read by Butterworth. Kalkhoff moved, seconded by Brockshus, that the minutes be approved. Motion carried.

Correspondence included a thank-you note from the winner of the 2023 Library Reading Challenge.

January financial reports were not yet available. Library revenue was \$318.25, and Friends revenue was \$2,964.25 which includes memberships and memorials. Motion by Butterworth, seconded by Perry, to approve the January bills. Motion carried.

### Reports:

- Hoopla usage for January included 88 hits at a cost of \$212. There were 201 wi-fi uses, compared with 244 a year ago.
- Breanna Cother presented a comprehensive tour of the new Spirit Lake Public Library website. She used a template provided by the State Library Association and customized it to include a very user-friendly tool for our library patrons to access the card catalog, adult and children's resources, digital services, available public services, calendars, policies, and administrative information.

### Director's Report

- There have been a number of recent incidents involving patron behavior, all of which were dealt with.
- Krista and Cindy participated in an online ILOC conference.  
Through the city, the library staff received CPR training as well as instruction in using the defibrillator.

### New business:

- The calendar for Library Board meetings for the upcoming year will be posted to the website.
- An estimate was received from Pederson Electric for the conversion of electrical receptacles to include USB ports. Motion by Butler, seconded by Kalkhoff, to approve the installation of 6 outlets at a cost of approximately \$125 each. Motion carried.

### Unfinished Business:

- Johnson Controls has completed the 5-year internal work on the sprinkler system, which still needs additional electrical work.
- The change to Premier Communications has not yet been completed.

### Library Board:

- By consensus, it was agreed to study the book Crucial Conversations at meetings throughout the year.
- The Director Evaluation was completed by Butler. Moved by Early, seconded by Perry, to approved the evaluation. Motion carried.

### Senate Study Bill 3131:

- Cindy presented information on SSB 3131 and the possible ramifications for libraries if funding were to become a choice, rather than a requirement, for cities to levy tax to be used for libraries. Additional information can be found online.

### Programming and Events:

- "The History of the Hershey Chocolate Company" will be presented February 13 at 7:00 p.m. at the Milford Library.

The next regular meeting of the library board will be Monday, March 4, at 5:15 p.m.

Motion to adjourn by Brockshus, seconded by Butler. Motion carried. Meeting adjourned at 6:05 p.m.

Respectfully submitted,

Carolyn Butterworth, Secretary