

Spirit Lake Library Board Meeting

July 1, 2024

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

The meeting was called to order at 5:18 p.m. by president Christenson. Minutes of the June 3, 2024, meeting were read by Butterworth. Kalkhoff moved, seconded by Perry, that the minutes be approved. Motion carried.

A letter from author Gene Gross who spoke at the library in June was circulated to the board.

June financial reports are not yet available. Library revenue included \$13,040.55 from contracting city (Okoboji) and \$419.55 to the general fund. Friends revenue was \$581.86. Motion by Early, seconded by Perry, to approve the June bills. Motion carried.

Reports:

- The Matomo report tracking wifi visits was passed.
- A summary of library materials added (2,455 items at a cost of \$35,356.55) was passed. Approximately 6% of materials were deleted and 6% were added.

Director's Report:

- Cindy reported on the library events presented by Gene Gross and Diana Koppen in June. Both were well attended. A suggestion was made by Cindy that the historic materials that Diana has in her possession be digitized.
- Concerning the conference of the Association for Rural and Small Libraries (ARSL) September 9 – 14 in Springfield, MA, the City prefers that staff attend local conferences.
- The wifi patio behind the library is popular. The Friends will be adding wifi benches with backs that convert to tables. They will also be receiving a quote for digitizing recent issues of newspapers.
- There will be a drive to supply donated books to the Rock Valley library, which was destroyed in the flood. Our library will donate what it can. Also Kindermusik and the Lakes area libraries hope to conduct an event at Pearson Lakes Art Center to gather children's books.

New Business:

- The July library calendar of events was distributed and will be posted on the website.
- There was discussion concerning payments made to the Spirit Lake Library by cities that contract for library services. Motion was made by Butler, seconded by Perry, that in order to receive residential access to library services, contracting cities will pay the minimum levy rate for library services as per the State Library of Iowa. Payment from the city of Wahpeton will be due by September 2, 2024. Motion carried.

Unfinished business:

- Painting of the south side of the building has not yet been completed.
- Disaster preparedness was discussed. The library staff has been instructed to save old, historic items first in the event of a disaster. Also a binder of pertinent library information including standard operating procedures is being worked on.

Trustee Training:

- The board participated in a 15-minute discussion of chapter 3 of Crucial Conversations.

The next regular meeting of the library board will be Monday, August 5, at 5:15 p.m. Chapter 4 of Crucial Conversations will be discussed.

Motion to adjourn by Kalkhoff, seconded by Perry. Motion carried. Meeting adjourned at 6:12 p.m.

Respectfully submitted,

Carolyn Butterworth, Secretary