

Spirit Lake Library Board Meeting

May 6, 2024

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

The meeting was called to order at 5:13 p.m. by president pro tem Christa Butler. Minutes of the April 1, 2024, meeting were read by Butterworth. Brockshus moved, seconded by Early, that the minutes be approved. Motion carried.

Correspondence was circulated, including a letter of thanks for the Library's Transparent Language software, a thank-you note from high school students, and a notice of Krista Elmquist's winning of a Book Pack from the State Library Association.

April financial reports were presented. Library revenue was \$329.50, Friends revenue was \$871.51, and \$3,815.67 was received from a contracting city, West Okoboji. Motion by Early, seconded by Perry, to approve the April bills. Motion carried.

Reports:

- The Matomo analytics report showed hits on the library's wi-fi, which included 321 sessions with 152 unique users.
- Hoopla use reached the monthly cap of \$350.00. There was more use of audio books than e-books, with movies and music being used less.

Director's Report:

- A group of 1st graders was hosted for Places & Pages.
- The incorrect sized door that was received will be re-ordered.
- Cindy will be attending a Director's Roundtable in Sibley on May 8.
- Five groups of high school students from a civics class visited the library and learned about library funding and budgeting.
- There was a tornado warning April 16. The restroom was used as a shelter and will be used in the event of future warnings.

New Business:

- There was a discussion of funding for the Spirit Lake Library by contracting cities. Cindy will be attending the West Okoboji City Council meeting to present information about library services.

Unfinished business:

- At the second reading of the Displays & Exhibits Policy, Butterworth moved, seconded by Brockshus, that the updated policy be approved. Motion carried.
- At the second reading of the Confidentiality Policy, Butterworth moved, seconded by Early, that the updated policy be approved. Motion carried.
- The Patron Behavior Policy was reviewed. Motion by Early, seconded by Perry, that the policy be approved. Motion carried.

Board Training:

- Chapter 1 of Crucial Conversations was discussed.

Programming and Events:

- The library calendar for May events was circulated. Summer reading will kick off May 28.
- The History of the University of Okoboji was attended by nearly 50 people.

The next regular meeting of the library board will be Monday, June 3, at 5:15 p.m. Chapter 2 of Crucial Conversations will be discussed.

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

Respectfully submitted,

Carolyn Butterworth, Secretary