

**PERRY PUBLIC LIBRARY BOARD OF TRUSTEES**

**December 9, 2021**

The Perry Public Library Board of Trustees met in regular session on Thursday, December 9, 2021, at 8 a.m. Note: This meeting was held in-person in the Community Room at the Perry Public Library.

Board members Margaret Ruggle, Heather Karolus, Mark Miller, and Rosa Gonzalez were present. Library Director Mary Murphy and Deputy Director Misty VonBehren were also present.

Board President Mark Miller called the meeting to order.

Agenda – Heather Karolus moved to approve the agenda with Margaret Ruggle seconding the motion. MCU.

Minutes – Heather Karolus moved to approve amended minutes from the November 10, 2021, meeting, and Margaret Ruggle seconded. MCU.

Financial Statements – Gift Fund receipts and payments were presented with receipts totaling \$2,744.60 and nine checks, #6136 - #6143, totaling \$3,575.99. The City of Perry Library Fund Status Report was reviewed. Rosa Gonzalez moved to approve the financial reports with Heather Karolus seconding the motion. MCU.

**Unfinished Business:**

Security Camera System Update – The Library was awarded the ARPA Grant of \$5,000 from the State Library of Iowa. Drees Company has been in the library installing the new equipment. They will finish next Tuesday when Tyler from Drees and IT Consultant Mark Kacmaryski will both be onsite at the same time to integrate the security camera system with the Library network.

Strategic Planning Process – Director Murphy will bring the Strategic Plan to the January meeting.

Partnership with City of Perry and Hometown Heritage – The City Attorney reviewed the Memorandum of Understanding and it is attached. The conditions that the Library Board put forth have been agreed upon.

**Conditions:**

1. A five-year commitment of funding. Bill Clark committed to raising funds for a Hometown Heritage operating budget for the next five years.
2. Director Murphy developed a Job Description for the Library Director which includes oversight for the Hometown Heritage employees and their work. In discussing an hourly commitment for budgeting purposes, Director Murphy estimated one hour per day the Carnegie Library Museum is open. This is a rough estimate knowing that some days will be less, and some may be more. There would be the expectation that

the Library Director will be present for all Hometown Heritage programming. Hometown Heritage President Bill Clark agreed to this condition.

3. As far as security for the Carnegie Library Museum, an ARLO three security camera system was suggested and a doorbell or chime for the lower-level door if a no warning sound was not included in the ARLO security system. The phone system would also have speed dial shortcuts for the Perry Police Department, the Perry Public Library, and City Hall. The City Administrator Sven Peterson agreed to this condition.

Heather Karolus moved to approve the MOU, with Rosa Gonzalez seconding, MCU.

#### New Business:

Capitals Requests – The proposed capital requests were reviewed. See attached. Heather Karolus moved to approve the proposed Capital Requests for FY23, with Margaret Ruggle seconding, MCU.

Perry Public Library Budget for FY23 - The proposed budget was reviewed and discussed. See attached. Heather Karolus moved to approve the proposed Budget for FY23, with Margaret Ruggle seconding. MCU.

Board Education – Intellectual Freedom, Banning Books, and Censorship was discussed at length. The Reconsideration of Library Materials procedure was reviewed.

#### Librarian's Report:

Winter Reading Programs are available for adults, teens, and children of all ages starting December 1, 2021. Read books, earn incentive prizes, enter monthly drawings, and earn chances for grand prize drawings, all while reading some great books. Registration begins December 1, and programs run through February 2022. Winter reading - "Just like summer, only cooler."

The Library will participate in the 2021 Festival of Trees with two family-friendly activities.

1. A Coloring Contest for three age groups (0-6/6-18/Adult) will be offered December 1-19, with a prize of \$25 in Perry Bucks for each age group. Pick up a coloring page at the library and submit your entry before December 20, using your choice of crayons, pencils, markers, or paints. Entries will be judged on creativity, skill, and appeal.
2. The library is also hiding tiny books on Festival trees for seekers to spy with the Itty Bitty Book Hunt! Participants may pick up an Itty Bitty Book Hunt entry at the library and look for six Itty Bitty Books hanging on six different Festival trees. Find at least three of the books and submit your entry by 5:00 p.m., December 23 to enter a drawing for \$25 in Perry Bucks.

In-person children's programming continue in December. We have a combination of in-person storytimes and zoom storytimes. The in-person storytimes meet in the CommunityRroom with social distancing and masks greatly encouraged along with hand sanitizing to be safe.

Perry Public Library will offer two Saturday Storytimes this December, from 10:15 to 11:00 a.m., Saturdays, December 4 and 18. Children ages two to five and their families/caregivers are invited to meet in the library Community Room on December 4 with Suzanne Kestel, Sulema Lopez, and Kayla Rothmeyer for age-appropriate stories, songs, games, and a simple craft. On December 18, the Storytime will be a bilingual event, with Sulema Lopez. Saturday Storytimes is free, and no registration is needed.

A new program, Chess for Everyone: Beginners and Beyond, will start Wednesday, December 15 at 4:30 p.m., in the Library's Community Room. Meet presenter and Chess player David Oliveira, who will introduce us to the game: the board, the basics, the pieces. Watch demonstrations, enjoy refreshments, and hear about an opportunity to gain experience the game or improve your skills at a weekly series or meet socially to play with other enthusiasts. Whether you are a beginner, a novice, or a seasoned player, you are welcome to learn, mentor, and enjoy.

The Library will once again participate in the 2021 Los Posadas, a popular multi-cultural tradition for the Perry Community. The event starts at 6:00 p.m., Thursday, December 16, at the First Christian Church, with an ecumenical service. Following the service is the traditional procession, ending at the United Methodist Church, where dinner will be served (free will offerings accepted!). The library is sponsoring storyteller Marlú Abarca and a craft for the after-dinner entertainment.

The Perry Area Chamber of Commerce Indoor Farmers Market will be open Saturday, December 18, from 11:00 a.m. 2:00 p.m., in the Perry Public Library Community Room. Don't miss this last of the fall season market! A variety of seasonal produce, baked goods, and handcrafted items will be available for purchase directly from vendors. Questions about the Indoor Farmers Market are directed to the Perry Area Chamber of Commerce: 515-465-4601.

The Monthly Book Club will hold their regular meeting at 1:00 p.m., Tuesday, December 21, in the Perry Public Library Community Room and select the 2022 books to be read. The group will participate in a discussion of Educated by Tara Westover with students at Perry High School, at 9:30 a.m., on Friday, December 17.

The December Craft Club event will be on Monday, December 27 starting at 6:00 p.m. The featured craft is a customizable Decoupage Journal. Hunter Martin will demonstrate in the Library's Community Room and show how to personalize your journal with a choice of decorative papers (supplied) or bring your own fabric scraps and special ornaments. Designate your choice of word or short phrase for the cover at registration, i.e.: Recipes, Travel Journal, New Year's Resolutions, etc. Please note that you should bring your own scissors! Registration and a \$5 materials fee are required by Monday, December 20.

The Library will be closed Friday, December 24, and Saturday, December 25, for the Christmas Holiday and Friday, December 31, and Saturday, January 1 for the New Year's Holiday.

A grant application for \$20,000 that Director Murphy helped with for Hometown Heritage received an \$18,000 grant decision from the Arts Council of Iowa for wages in FY22. This will enable Hometown Heritage at the Carnegie Library Museum to open on January 4, 2022, pending approval of the partnership agreement with Hometown Heritage, the City of Perry, and the Perry Public Library. As soon as the MOU is approved, then a Museum Library Assistant position will be advertised. This position will be similar to the duties and responsibilities of a Library Clerk. Another grant for \$16,000 was submitted

for programming through the Arts Council of Iowa. This grant decision will be announced on December 15, 2021.

The solar project in the south parking lot is slowly looking like a solar canopy. It is scheduled to be finished by the end of the year.

The next normally scheduled meeting is on Thursday, January 13, 2022, at 8 a.m. in the library's Community Room (aka the large meeting room). The public is always welcome.

Meeting adjourned.

Respectfully submitted, Mary K. Murphy, Library Director