

PERRY PUBLIC LIBRARY BOARD OF TRUSTEES

November 10, 2021

The Perry Public Library Board of Trustees met in regular session on Wednesday, November 10, 2021, at 8 a.m. Note: This meeting was held in-person at the Perry Public Library in the Community Room.

Board members Margaret Ruggle, Heather Karolus, Mark Miller, Rosa Gonzalez, and Kendall Rathje 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 amended agenda with Margaret Ruggle seconding the motion. MCU.

Minutes – Kendall Rathje moved to approve minutes from the October 14, 2021, meeting, and Heather Karolus seconded. MCU.

Financial Statements – Gift Fund receipts and payments were presented with receipts totaling \$5,219.75 and nine checks, #6127 - #6135, totaling \$2,663.96. The City of Perry Library Fund Status Report was reviewed. Rosa Gonzalez moved to approve the financial reports with Kendall Rathje seconding the motion. MCU.

Unfinished Business:

Reopening –At this time, the library is now open as it was prior to the Pandemic shutdown.

Security Camera System Update – The Library was awarded the ARPA Grant of \$5,000 from the State Library of Iowa. Drees Company reported that the new equipment has arrived and has scheduled to install the new system later this month. It should take three days.

Strategic Planning Process – No progress has been made on the strategic plan. Director Murphy will bring the Strategic Plan to the December meeting.

Partnership with City of Perry and Hometown Heritage – The City Attorney has not reviewed the Memorandum of Understanding for the proposed partnership of the City of Perry, Hometown Heritage, and Perry Public Library. The Board reviewed the document.

The conditions that the Library Board put forth are as follows:

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.

Hometown Heritage did receive the American Relief Plan Humanities Grant from the Iowa Arts Council which will pay for the wages of a two part-time Museum Librarians and the additional remuneration for the Library Director until June 28, 2021.

New Business:

Policy Review – Heather Karolus moved to approve the Special Services Policy which includes the Copier, Fax, Audiovisual Equipment, and Electronic Equipment, the Promotion and Publicity Policies, and the Volunteer Policy, with Maggie Ruggle seconding. MCU.

Board Education – The State of Iowa Annual Survey for FY2021 was reviewed. Director Murphy highlighted the changes due to the Covid-19 Pandemic and how some questions are not inclusive of all the library collection offerings.

Librarian's Report:

In-person children's programming continue in November starting in the week of 9th and 10th. We have a combination of in-person storytimes and Zoom storytimes. The in-person storytimes meet in the Library's Community room with social distancing and masks greatly encouraged along with hand sanitizing to be safe.

In-person Adult programming also started in October with the Craft Club, Monthly Book Discussion, Quarterly Classics Book Discussions, and high-interest program on identifying old tools and objects. The Mystery Virtual Book Discussion will remain a virtual program.

Children's Librarian Suzanne Kestel, along with Library Clerk Kayla Rothmeyer, and new bilingual Storytime associate Sulema Lopez, will lead a Family Storytime In Wiese Park featuring the StoryWalk™ on November 20th. Coincidentally, November 14 through the 20 is National StoryWalk™ Week. Weekend Storytime programs are the beginning of our Children's programming efforts to reach those families that cannot come to a daytime storytime at the Library. It will also be bilingual.

A post renovation 12-month walk through occurred on October 22nd with the Owner, Architect, and Contractor. This walk-through reviewed all warranty problems prior to the 12-month general construction warranty window being over. Subcontractors have been slowly coming in to fix the cited problems. The Shaw Carpet representative and carpet expert met at the Library on Tuesday, November

9, 2021 to study the problem that has arisen with the carpet lifting up at the seams. The carpet expert trimmed the carpet (ever so slightly) at the joining edges where the carpet was lifting. It seemed to solve the problem.

State Library of Iowa Annual Survey completed | Survey enclosed.

Director Murphy will be presenting a breakout session at the Community Food Systems Annual Event sponsored by Iowa State Extension and Outreach on February 24 and 25 -- In person. Please see attached.

Library Closed for Veterans Day -- November 11

State Historical Society of Iowa's Mobile Museum -- History on the Move! November 12, 13, and 14
A variety of interesting artifacts from around the state that tell the stories and bring to life the people and notable events that made Iowa history.

Art on the Prairie at Perry Public Library 2021 -- November 13 & 14

- Host local artists and artisans

- Host three children's events with award-winning songwriter and artist Chad Elliot

- Exhibit original drawings from his book, Wilderman's Treetop Tales.

Saturday, November 13 at 10:30 a.m. and 1:30 p.m.

Sunday, November 14 at 1 p.m.

- Library craft station to create your own personalized art -- scrabble tile and ribbon

- Dedication for the Ivan Winger Memorial art, at 12:00 noon, Saturday, November 13, with artist Jeff Easley

Monthly Book Club -- November 16 at 1:00 p.m., Where'd You Go, Bernadette? by Maria Semple

Virtual Mystery Book Club Events -- November 30, December 1, The Vanished Days by Susanna Kearsley

Indoor Farmers Market at the Library -- Nov. 20 - 11:00 a.m. - 2:00 p.m., in Library Community Room.

Library Closed for Thanksgiving Holiday -- Nov. 25-26 Library will close at 5:00 p.m. on Wed, Nov. 24

Craft Club: Evergreen Candy Cane Door Hanger -- November 29 at 6:00 p.m

The next normally scheduled meeting is on Thursday, December 9, 2021, at 8 a.m. in the library's Community Room (aka the large meeting room). The public is always welcome.

Heather Karolus moved to adjourn the meeting with Rosa Gonzalez seconding.
Meeting Adjourned at 9:00 a.m.

Respectfully submitted, Mary K. Murphy, Library Director