

**AUSTIN PUBLIC LIBRARY BOARD MEETING**  
**November 14, 2022; 4:30 p.m.**

Chairperson Melissa Bonorden called the regular meeting of the Austin Public Library Board to order at 4:30 p.m., on Monday, November 14, 2022, at the Austin Public Library.

**PRESENT:**

Melissa Bonorden, Kristi Beckman, Jwokamer Debock, Sue Grove, Ted Hinchcliffe, Alex Mayfield

**ALSO PRESENT:** Julie Clinefelter, Sara Steinhoff, Jeff Baldus

**ABSENT:** Nitaya Jandragholica, Shannon Lysne, Stephanie Postma

**AGENDA:** Ted Hinchcliffe moved to approve the agenda; Kristi Beckman seconded. Motion carried.

**MINUTES:**

A motion was made by Ted Hinchcliffe, seconded by Sue Grove, to approve the September 30, 2022, and October 11, 2022, meeting minutes as presented. Carried.

**EXPENSES AND FINANCE REPORTS:**

Kristi Beckman inquired about the \$200,000 listed on the finance report under "Fund Transfers." Julie Clinefelter advised this represented the money set aside for current and upcoming costs related to the library's construction project.

A motion was made by Ted Hinchcliffe to approve expenditures and accept the finance reports for October of 2022. Alex Mayfield seconded the motion. Motion carried by unanimous roll-call vote.

**PERSONNEL COMMITTEE BUSINESS:**

Melissa Bonorden will email the other members of the Personnel Committee to set a meeting date to discuss and prepare the performance review for Library Director Julie Clinefelter. Julie will submit her annual report to the committee prior to their meeting date.

**SELCO REPORT:** None. Sue Grove noted the SELCO board will meet tomorrow.

**LIAISON REPORTS:**

Jeff Baldus reported the commissioners are attending meetings for strategic planning for the county for some long-range planning.

**OPERATIONAL REPORT:**

Julie updated the board on the events of recent presentation at a City Council work session regarding the hotspot program. The session concluded with council support for the technology coordinator position, pending additional funding for the program. She reported she is hoping to have the position posted as soon as she receives confirmation regarding the grant for 2023. She is also working with T-Mobile to get the 260 new devices in hand in December, so that they can be ready to distribute and check out at the start of January.

Director Clinefelter reported on the November 4-5 mediation that included members of City Council, the City Administrator, Park and Rec Board members, Clinefelter and Nitaya Jandragholica on behalf of the Library Board (Board Chair Melissa Bonorden was unavailable). She noted there was a great deal of discussion about communication, transparency, and onboarding of staff and council members. The groups came up with a variety of new solutions to try, and will continue to work on improvements, such as creating an agenda-setting policy for Council meetings and work sessions, and providing consistent guidelines for the liaisons to maintain the lines of communication between the boards and Council. The group also discussed ways to build trust between the parties and groups.

Julie shared updates to the 2021-2022 Strategic Plan, and noted a few revisions will be needed to use it for 2023, as well. She will work with the board in the coming months to complete the revisions.

Director Clinefelter requested approval to waive old fines from 2015 and before that were not referred to UMS for collection, to complete the Horizon system cleanup process. The board had previously approved waiver of fines that were referred to UMS and incurred in 2015 or before. Alex Mayfield moved to approve waiver of remaining library fines owed from previous years up through 2015 (except those owed to other libraries for lost items). Jwokamer Debock seconded the motion. Motion carried.

Julie shared a draft of the fundraising letter to be sent to potential donor individuals and groups. The board shared suggestions on the wording, and the letter will be sent out shortly.

Julie noted she may hold off on the annual staff inservice event until there is a more definite date for the construction-related closing, but she is working on ideas for the training. She also has reinstated the one-to-one individual staff meetings, as well as circulation and librarian meetings.

**OTHER BUSINESS:** None.

**CITIZEN COMMENTS:** None.

**BOARD COMMENTS:**

The board discussed the groundbreaking ceremony that took place the previous week, and the start of construction of the library addition. Sue Grove reminded board members of upcoming community events - Christmas in the County on Dec. 10, and the Austin Symphony Concert on Dec. 11.

**ADJOURNMENT:**

Kristi Beckman moved to adjourn at 5:30 p.m.; Jwokamer Debock seconded. Motion carried.

Respectfully submitted,  
Sara Steinhoff, Recording Secretary

**NEXT BOARD MEETING – Monday, December 12, 2022, 4:30 p.m.**