Chairperson Melissa Bonorden called the regular meeting of the Austin Public Library Board to order at 4:30 p.m., on Monday, February 13, 2023, at the Austin Public Library.

PRESENT: Melissa Bonorden, Kristi Beckman, Jwokamer Debock, Gema Alvarado-Guerrero, Sue Grove, Ted Hinchcliffe, Nitaya Jandragholica, Stephanie Postma

ALSO PRESENT: Julie Clinefelter, Sara Steinhoff, Courtney Schmitt, Tom Dankert

ABSENT: Shannon Lysne

AGENDA: Sue Grove moved to approve the agenda; Stephanie Postma seconded. Motion carried.

INTRODUCTION OF NEW BOARD MEMBER:
Introductions were made and new board member Gema Alvarado-Guerrero was welcomed.

PRESENTATION ON FINANCE DOCUMENTS & REPORTS:
Tom Dankert, City Director of Administrative Services, provided an overview of the monthly finance reports, as well as an outline of the process for annual budgeting and capital improvement requests. He also reviewed the origin and use provisions of the Walter Wienke Trust, noting the original gift amount was just over $884,000. The present balance of the trust is $999,249. The Library’s current fund balance is comprised of money not spent from previous years and is at approximately $815,000, after the recent transfer out of $200,000 to put towards the construction project budget. The board thanked him for the overview of library and City finances.

ELECTION OF BOARD OFFICERS AND APPOINTMENTS TO COMMITTEES:
Stephanie Postma nominated Melissa Bonorden to remain as chair, and Melissa accepted the nomination. Nitaya Jandragholica seconded, and the vote was unanimously affirmative.

Sue Grove nominated Stephanie Postma to remain as vice chair, and Stephanie accepted the nomination. Nitaya Jandragholica seconded, and the vote was unanimously affirmative.

Jwokamer Debock moved to elect Kristi Beckman to remain as secretary and Ted Hinchcliffe to remain as treasurer. The nominations were accepted, seconded by Gema Alvarado-Guerrero, and the vote was unanimously affirmative.

Chair Melissa Bonorden appointed Gema Alvarado-Guerrero to the Building & Grounds Committee.

MINUTES:
A motion was made by Stephanie Postma, seconded by Ted Hinchcliffe, to approve the February 13, 2023, meeting minutes as presented. Carried.

EXPENSES AND FINANCE REPORTS:
A motion was made by Ted Hinchcliffe to approve expenditures and accept the finance reports for December 2022, and January 2023. Stephanie Postma seconded the motion. Motion carried by unanimous roll-call vote.

2022 GIFTS REPORT:
A motion was made by Sue Grove to accept all gifts received by the library in 2022. Kristi Beckman seconded the motion, and the motion carried.

REQUEST FROM AUSTIN LADIES FLORAL CLUB:
Julie Clinefelter relayed a request made in January by the Ladies Floral Club that the library board approve use of the available balance in the City’s LFC Endowment Fund – approximately $12,000 – to put towards the construction project. Kristi Beckman moved to approve the request and authorize the use of the funds for the requested purpose; Ted Hinchcliffe seconded. Motion carried.

SELCO REPORT:
Sue Grove reported the Advocacy Committee is working on getting appointments with the legislators for Feb. 28 Library Legislative Day, which will be an in-person event this year. She also noted the committee is hopeful that the RLBSS will be passed this year, after three years of trying. Sue also advised SELCO’s Legacy Committee has allocated $31,000 for various projects in the region.
CITY/COUNTY LIAISON REPORTS:
Liaisons not present. Nitaya Jandragholica inquired about thoughts on providing bullet points for the liaisons to review at City Council meetings and Commissioner meeting, noting these points could also be useful for board members to share around the community.

OPERATIONAL REPORT:
Julie Clinefelter announced the hiring of a technology coordinator. She advised the City had ten applicants, of which three were interviewed and one brought in for a second interview. Eric Christians is currently working as a classroom teacher and tech integrationist for Triton School District, and is scheduled to start on March 1.

Julie also announced Alice Hanson is retiring on February 25, after 30 years of service as a Library Assistant. Since Alice has also been the supervisor for the clerks and pages, Julie noted that along with filling the assistant position, she will be working on revamping the procedures and structure of the page/clerk positions.

Julie Clinefelter spoke to Hormel representatives regarding sponsorship of the Reading for Life program, and the company agreed to provide $5,000 for that purpose. Julie noted there were great interest expressed in providing funds for the kitchen carts the library hopes to purchase for the new Project Room.

Clinefelter reported she worked with Tom Dankert to get a Paypal button for donations added to the library’s website. She has the account set up and operational.

Julie also provided an update on the construction budget and shared a spreadsheet from Steven Lang with budged and current expenditures to date, and noted that photos of the construction are on the library’s website. Stephanie Postma asked whether there were plans for a community garden with the new project room and indoor/outdoor program plans. Julie stated there were plans to put in some raised-bed gardens for programming, but not to create a new community garden.

Jwokamer Debock asked whether families are still being able to pick up hotspot devices with the limited library services due to construction. Julie advised they can do that starting on Monday during the open hours.

Julie Clinefelter invited anyone who wished to serve on the fundraising committee was welcome to remain and discuss initial ideas. Sue Grove and Melissa Bonorden will serve on the committee, along with Adult Services Librarian Courtney Schmitt.

OTHER BUSINESS:
For the board’s three summary “talking points” from this meeting, the members selected the following:

- The library is closed this week due to the construction.
- Next week, starting Tuesday, the library will be open for limited services 10 am to noon, and 4 to 6 pm. Phones will be answered from 10 am to 6 pm. Construction crew is working hard to speed up the process, to allow the library to fully reopen as soon as possible.
- Expanded services are coming soon. A technology coordinator has been hired and will be available to assist patrons with a variety of tech-related issues.

Kristi Beckman suggested sending any news items to Dr. page for inclusion in the Packer Update newsletter.

CITIZEN COMMENTS: None.

BOARD COMMENTS: None.

ADJOURNMENT:
Stephanie Postma moved to adjourn at 5:50 p.m.; Sue Grove seconded. Motion carried.

Respectfully submitted,
Sara Steinhoff, Recording Secretary

NEXT BOARD MEETING – Monday, March 13, 2023, 4:30 p.m.