

AUSTIN PUBLIC LIBRARY BOARD MEETING

August 11, 2025; 4:30 pm

Chair Stephanie Postma called the regular meeting of the Austin Public Library Board to order at 4:30 p.m., on Monday, August 11, 2025, at the Austin Public Library.

PRESENT: Kristi Beckman, Sue Grove, Ted Hinchcliffe, Stephanie Postma, Tim Rietz, Valerie Sheedy

ALSO PRESENT: Julie Clinefelter, Sara Steinhoff, Jeff Austin

ABSENT WITH NOTICE: Gema Alvarado-Guerrero, Nitaya Jandragholica

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

MINUTES: A motion was made by Valerie Sheedy, seconded by Sue Grove, to approve the July 14, 2025, meeting minutes as presented. Carried.

GIFTS:

A motion was made by Sue Grove to accept and approve the Gifts Report; Valerie Sheedy seconded. Motion carried.

EXPENSES AND FINANCE REPORTS:

A motion was made by Ted Hinchcliffe to approve expenditures and accept the finance reports for July 2025. Sue Grove seconded the motion. Motion carried by unanimous roll-call vote.

SELCO REPORT:

Val Sheedy reported on the July meeting of the SELCO Board, which focused on strategic priorities, board development, advocacy training, engagement with SELS libraries, and educational opportunities. She noted the board also elected a new slate of officers and advised of plans to conduct a member satisfaction survey,

LIAISON REPORTS: Jeff Austin reported the City Council is continuing its work on the 2026 proposed budget, with weekly meetings to discuss each department's budget proposals.

OPERATIONAL REPORT:

Julie Clinefelter provided a written report prior to the board meeting, and reviewed the following items:

2026 Budget Process

Julie thanked board members for their support at the library's budget presentation to City Council on July 28. She noted there was good conversation about the library's needs, capital projects and emerging trends.

Events and Programs Updates

Julie advised Summer Reading numbers were somewhat lower than last year, which reflected national trends. Staff reported, however, that survey comments showed more new library patrons participated in Summer Reading than in previous years, in which the participation was primarily by regular library users.

Julie also noted the library will have a presentation on *The Saint John's Bible*, in the Author Tent, at the Artworks Festival later this month.

Board Members/Meeting Schedule

In response to questions from a previous board meeting discussion, Julie verified that members of City boards must be citizens eligible to vote. She also noted her preference to have board meetings continue on a monthly schedule to maintain attendance and see to business promptly.

SELCO/RFID Follow-Up

Julie noted she had attended a meeting at SELCO where new information on the RFID transition was discussed, and is waiting for some of those details to be finalized prior to moving forward with APL purchases and plans. She also advised that Council approved use of \$17,000 in contingency funds for 2025 purchases of RFID materials and equipment.

Question on First-Amendment Audit Situations:

Stephanie Postma inquired about whether there was a standard library procedure to handle situations where an individual would come into the library and begin filming patrons and occurrences (as occurred recently at an Albert Lea business). Julie advised she is working with the City Attorney and city administration to assure that staff procedures and training are consistent with all applicable laws, including those that protect patron privacy, and she will report back following further discussions on that topic.

Staff/Staff Development

Julie presented the library's new CORE Matrix document, which lays out an organization chart for the library roles and operations, to provide clarity and functionality in decision-making and communication. She relayed how the CORE Matrix has been integrated with the Strategic Plan and Implementation Plans, and shared the digital tracking tool staff are using to chart progress on library initiatives.

OTHER BUSINESS:

Julie confirmed there will be no Board meeting in September as she will be out of town and there are currently no pressing concerns up for discussion. She noted if urgent matters arise, she will contact the board members regarding how they wish to proceed.

CITIZEN'S COMMENTS: None.

BOARD COMMENTS:

Kristi Beckman noted she did get to see the Milly sculpture in progress at Austin High School and is excited for the installation.

ADJOURNMENT: Kristi Beckman moved to adjourn at 5:25 p.m.; Ted Hinchcliffe seconded. Motion carried.

Respectfully submitted,
Sara Steinhoff, Secretary

NEXT BOARD MEETING – Tuesday, October 14, 2025, 4:30 p.m. (Oct. 13 is a state holiday)
(NO SEPTEMBER BOARD MEETING)