

AUSTIN PUBLIC LIBRARY BOARD MEETING

April 12, 2021; 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, April 12, 2021, at the Austin Public Library. The meeting was conducted by videoconference via Zoom Meeting, as permitted by Minn. Stat. 13D.021 during the condition of a current health pandemic (COVID-19).

PRESENT: Melissa Bonorden, Jwokamer Debock, Ted Hinchcliffe, Jodi Krueger, Shannon Lysne, Alex Mayfield, Stephanie Postma

ALSO PRESENT: Jeff Baldus (County Commissioner liaison), Joyce Poshusta (City Council liaison), Julie Clinefelter, Sara Steinhoff, Alice Hanson

ABSENT: Nitaya Jandragholica, Sue Grove (with notice)

AGENDA: Ted Hinchcliffe moved to approve the agenda as presented; Jodi Krueger seconded. Motion carried.

MINUTES:

A motion was made by Stephanie Postma, seconded by Shannon Lysne, to approve the March 8, 2021, meeting minutes as presented. Carried.

EXPENSES AND FINANCE REPORTS:

A motion made by Ted Hinchcliffe was seconded by Shannon Lysne to approve the expenditures and accept the finance reports for March 2021. Motion carried by unanimous roll-call vote.

POLICY REVIEW:

Julie Clinefelter presented the library's *Fines and Fees Policy* and *Checkout Policy* for review, noting proposed revisions to wording that better reflects the recent decision to eliminate late fines on Austin Public Library materials.

Jodi Krueger moved to approve the *Fines & Fees Policy* and the *Checkout Policy* as revised; Stephanie Postma seconded. Motion carried.

LIAISON REPORTS:

City Council Liaison Joyce Poshusta reported the Council's most recent meetings have focused on discussion of a proposed housing project on the site of the former YMCA.

County Commissioner Jeff Baldus advised Mower County will receive approximately \$7.8 million in COVID relief funds, and the commissioners are working on the plan on how best to disburse and utilize those funds.

2020 ANNUAL REPORT:

Julie Clinefelter presented the completed *Austin Public Library 2020 Annual Report*, which was submitted to the Minnesota State Department of Education's State Library Services in March, and advised a summary of the report will be finalized soon and provided to the board. Ted Hinchcliffe moved to approve the 2020 Annual Report as presented; Jodi Krueger seconded. Motion carried.

OPERATIONAL REPORT:

Julie Clinefelter provided a written operational report to the board and presented additional information regarding several of the topics covered. She started her report by introducing Library Assistant Alice Hanson, who has worked at the library for 27 years, and was in attendance.

Clinefelter reported the application for a Library Construction Grant from Minnesota's Department of Education is now complete, and a full copy of the materials will be provided to the board.

Director Clinefelter also noted the library has been approved for assignment of an AmeriCorps VISTA intern to assist with the 2021 Summer Reading Program. The intern will be working primarily with Youth Services Librarian, Jess Lind. Jess has also been networking with other Minnesota librarians regarding school-readiness issues and responses, as well as altered summer reading program plans.

Julie reported back to the board regarding the proposal from KAUS radio station for the library to purchase a subscription for a weekly infomercial segment to promote library services and programs. She noted an attempt to solicit patron feedback on advertising received minimal responses. KAUS provided additional information, noting a six-month agreement is available for the 8-minute weekly infomercial and additional 30-second regular ad spots. The board agreed to the six-month program plan and will evaluate its effectiveness at the end of that time period.

Clinefelter discussed staff feedback on potentially expanding open hours. With the number of COVID cases still present and the time needed for more vaccinations to occur, the board agreed the expansion of hours should hold off and be revisited again at the June meeting. Julie noted she is working with the Park & Rec department to get additional outdoor benches to put in the area on the west side of the library building, to provide outdoor space for use of the library's wifi.

OTHER BUSINESS: None.

CITIZEN COMMENTS: None.

BOARD COMMENTS: Ted Hinchcliffe thanked Alice Hanson for her work and her presence at the meeting.

ADJOURNMENT:

Stephanie Postma moved to adjourn at 5:25 p.m.; Jodi Krueger seconded. Motion carried.

Respectfully submitted,
Sara Steinhoff, Recording Secretary

NEXT BOARD MEETING – Monday, May 10, 2021, 4:30 p.m.