

## AUSTIN PUBLIC LIBRARY BOARD MEETING

October 11, 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, October 11, 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, Nitaya Jandragholica, Jodi Krueger, Shannon Lysne, Alex Mayfield, Stephanie Postma

**ALSO PRESENT:** Jeff Baldus (County Commissioner), Julie Clinefelter, Sara Steinhoff

**ABSENT (WITH PRIOR NOTICE):** Sue Grove

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

### MINUTES:

A motion was made by Nitaya Jandragholica, seconded by Stephanie Postma, to approve the September 13, 2021, meeting minutes as presented. Carried.

### EXPENSES AND FINANCE REPORTS:

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

### POLICY REVIEW:

The board reviewed the library's *Data Privacy Policy*, *Policy on Exam Proctoring*, and *Policy on Outside Sales, Solicitation and Petitioning*. No changes were proposed. A motion was made by Jodi Krueger and seconded by Nitaya Jandragholica to approve the policies. Motion carried.

**SELCO REPORT:** None.

### LIAISON REPORTS:

Jeff Baldus updated the board on the county's process of allocating AARPA funds, as well as the status of the 2022 county budget and other current business items.

### OPERATIONAL REPORT:

Julie Clinefelter provided a written operational report to the board and presented additional information regarding several of the subjects covered.

Julie advised she met with Miguel Garate to work on enhancing service to Austin's Spanish-language community, increasing awareness of library programs such as the Spanish-language book club and also focusing on library participation in community events that draw families and individuals for whom English is not their first language.

Julie reported the Floral Club has resumed in-person meetings, and she presented information on the upcoming library remodel/construction project, noting the club members are excited about the project and eager to provide support.

In programming, Julie advised there has been a slow return to in-person programming with very gradual growth in attendance numbers. She discussed this with the youth and adult services librarians and noted they will take advantage of the opportunity to temporarily reduce focus on group programs, and use the time to work on building relationships with patrons, especially in terms of supporting families with young children to enhance early-literacy efforts. She also said she had participated in the Minnesota Library Association virtual conference the previous week, which was

heavily focused on how libraries had been and continue to respond to the pandemic and its effect on programs and services. Julie shared examples of what other libraries were presenting and said she felt Austin has been right on track with what others are doing, or even ahead of the curve.

Julie advised she met with Erik Olson from KMSQ to discuss the station's involvement in promoting and possibly broadcasting events from the Reading for Life book group and discussion series. She will have a follow-up conversation with the presenter, Michael Verde and Erik.

Clinefelter provided a summary update on the library's work towards the Strategic Plan, noting progress specifically in regards to efforts supporting diversity and inclusion, cooperation with the schools and plans for future outreach programs. She also identified areas where action has been placed on hold during the pandemic.

Julie reported she had met with City Engineer Steven Lang regarding moving forward towards execution of the construction/remodel project in 2022. He will provide assistance with the bid and selection process, as well as serving as liaison with contractors and other vendors. Given the current difficulties with securing materials and labor for construction projects, he had advised it would be likely the project will not be underway until the second half of 2022.

Clinefelter gave an update on marketing efforts, noting visits to the library's website peaked during the summer at about 4,300 sessions per month, and the social media accounts are showing some growth as well. She also commented the weekly radio appearances seem to be reaching people, and she has extended the agreement with KAUS for another three months.

Julie advised a roof leak was discovered when a drip occurred in the library during a heavy rainfall. The repair estimate is \$8,500, and there are sufficient funds in the library's regular budget to cover the cost.

**OTHER BUSINESS:** None.

**CITIZEN COMMENTS:** None.

**BOARD COMMENTS:** None.

**ADJOURNMENT:**

Stephanie Postma moved to adjourn at 5:20 p.m.; Jodi Krueger seconded. Motion carried.

Respectfully submitted,  
Sara Steinhoff, Recording Secretary

**NEXT BOARD MEETING – Monday, Nov. 8, 2021, 4:30 p.m.**