

## **AUSTIN PUBLIC LIBRARY BOARD MEETING**

**February 8, 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, February 8, 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, Sue Grove, Ted Hinchcliffe, Nitaya Jandragholica, Jodi Krueger, Shannon Lysne, Stephanie Postma

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

**ABSENT:** Alex Mayfield (with notice)

**AGENDA:** Ted Hinchcliffe moved to approve the agenda as amended; Sue Grove seconded. Motion carried.

### **WELCOME NEW BOARD MEMBER:**

The board welcomed new member, Shannon Lysne, and all present made introductions.

### **FINANCIAL REPORTS OVERVIEW:**

Tom Dankert, Director of Administrative Services for the City of Austin, provided board members with an overview of the components of the Wienke Investment Report and a summary of the annual budgeting process and timeline. He further presented information on the City's contingency fund and the Capital Improvement Plan in regards to the library building and maintenance costs.

### **MINUTES:**

A motion was made by Sue Grove, seconded by Stephanie Postma, to approve the January 11, 2021, meeting minutes as presented. Carried.

### **EXPENSES AND FINANCE REPORTS:**

A motion made by Jodi Krueger was seconded by Sue Grove to approve the expenditures and accept the finance reports for January 2021. Motion carried by unanimous roll-call vote.

### **POLICY REVIEW:**

The board reviewed the Library Board Job Description and the Library Bill of Rights. Following brief discussion, Jodi Krueger moved to approve continuation of both documents as written, with no changes. Sue Grove seconded, and the motion carried.

### **SELCO REPORT:**

Sue Grove reported the 2021 Library Legislative Day will be virtual, and encouraged everyone to contact state legislators to advocate for the impact of libraries, which are especially critical for their communities during this pandemic and economic downturn. She noted how statements from constituents carry weight with legislators in a way that statements from library staff and regional offices cannot. Sue also reported Governor Walz is proposing a Library Legislative Committee to review status and funding of libraries in Minnesota.

### **OPERATIONAL REPORT:**

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

The director noted the clerk hired in November has obtained a full-time job elsewhere and given two-week notice. She will follow up with another applicant to see if that person is still interested in the position.

She also reported Jess Lind, youth services librarian, was selected for a special training course on school readiness programs through the Institute of Museum and Library Services. The course is grant funded.

Julie advised the Austin Page Turners have set the date for their annual City-Wide Read event as May 22. The event will be held outdoors in the park area next to the library. The director also reported she is in the process of completing an update to the Strategic Plan, including recent input from library staff, and noted that SELCO has completed installation of the new public computers.

Clinefelter's report concluded with new information on the potential for applying for a Public Construction Grant for Libraries from Minnesota's Department of Education. She advised the building improvement grants provide a dollar-for-dollar match to community funds raised by the library, and the applications are due on April 2. The board discussed the grant as a possible route to completing the building updates and renovations designed as part of Project 25, which was put on hold at the start of the pandemic. Discussion concluded with direction to Clinefelter to continue looking into the grant and discuss potential revisions to the original plans with the architectural consultants.

**OTHER BUSINESS:** None.

**CITIZEN COMMENTS:** None.

**BOARD COMMENTS:** None.

**ADJOURNMENT:**

Sue Gove moved to adjourn at 5:45 p.m.; Stephanie Postma seconded. Motion carried.

Respectfully submitted,  
Sara Steinhoff, Recording Secretary

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