

AUSTIN PUBLIC LIBRARY BOARD MEETING

August 12, 2019; 4:30 p.m.

Board Chair Alex Mayfield called the regular meeting of the Austin Public Library Board to order at 4:30 p.m., on Monday, August 12, 2019, at the Austin Public Library.

PRESENT: Alex Mayfield, Janet Anderson, Melissa Bonorden, Jodi Krueger, Stephanie Postma, Julie Schramek

ALSO PRESENT: Joyce Poshusta, Rose McCarthy, Julie Clinefelter, Sara Steinhoff

ABSENT: Ojoye Akane, Mariana Camarena, Nitaya Jandragholica

AGENDA: Julie Schramek moved to approve the agenda; Janet Anderson seconded. Motion carried.

MINUTES: A motion was made by Julie Schramek, seconded by Stephanie Postma, to approve the July 8, 2019, meeting minutes as presented. Carried.

EXPENSES AND FINANCE REPORTS:

The board reviewed the July 2019 Check Register and Budget Report. A motion was made by Stephanie Postma, seconded by Janet Anderson to approve the expenditures from July 2019. Motion carried.

COMMITTEE REPORTS/MEETINGS: None.

OPERATIONAL REPORT:

Julie Clinefelter provided a written operational report to the board. Director Clinefelter advised there had been staff shortages over the past two months due to staff illness and family health issues that affected both circulation and librarian staff groups. She commended the library staff on their flexibility and willingness to provide coverage for each other during these times, and noted it was helpful to have a strong Step-Up intern, who assisted with the Summer Reading programs.

Clinefelter also noted the success of the Summer Reading Program, which concluded with a community Talent Show at the Paramount, attended by over 100 people and more than 30 performers. She advised the library will again sponsor the Unity Project – this time at the Arts Festival on August 24.

The director also provided updates on fall program plans, the county budgeting process for library funding, changes to the City's telephone system to decrease communications costs, and the plan for installing a drive-up book drop for the library, which she hopes will be in place before winter weather arrives. In addition, she noted the library had been approached by a donor wishing to give a piece of art to the library. The board discussed the policy and process for accepting this type of donation, and directed Julie Clinefelter to advise the donor of their appreciation and willingness to consider the gift.

SELCO REPORT:

Rose McCarthy advised she attended a recent SELCO Board meeting, at which the representatives shared news from their respective libraries and discussed the SELCO committee structures. Rose reported she has volunteered for the Personnel Committee.

OTHER BUSINESS: None.

CITIZEN COMMENTS: None.

BOARD COMMENTS:

Janet Anderson noted the recent newspaper article on the City's 2020 grant requests to the Hormel Foundation, which ranked the library Hotspot Program as third on the list.

Melissa Bonorden inquired as to when the lines in the parking lot would be repainted, as they are barely visible. Julie Clinefelter will talk to the City about getting that done soon.

Janet Anderson asked about the frequency of library card expiration. Clinefelter advised cards expire annually, so patron information is regularly updated in the database. Otherwise, she noted, most people do not remember to advise of changes in their phone number or addresses and notices do not get to them. Renewals can be done over the phone and just require verification of information.

Julie Clinefelter advised the Freegal digital music and video catalog would no longer be available as of Friday, August 16, 2019, due to the low usage and high cost of this resource.

Julie Schramek inquired as to whether board approval is still needed for gifts and donations. Library Assistant Sara Steinhoff noted it is required, and a quarterly gifts report would be presented in October, but with fewer gifts than in past years, a monthly report is no longer needed.

Jodi Krueger will not be present for the September meeting.

ADJOURNMENT:

Julie Schramek moved to adjourn at 5:10 p.m.; Melissa Bonorden seconded. Motion carried.

Respectfully submitted,
Sara Steinhoff, Recording Secretary

NEXT BOARD MEETING - Monday, September 9, 2019, 4:30 p.m.