

North Liberty Board of Trustees Meeting
Virtual Meeting

DATE: December 21, 2020

PRESENT: Heidi Wood, Laura Hefley, Mike Healy, Scott Clemons, Jessica Beck
Library Director Jennie Garner, Youth and Teen Services Librarian Erin Silva

ABSENT: Chris Mangrich,

Call to Order

- 1) Additions/Changes to the Agenda
 - a) None
- 2) Public Comment
 - a) None
- 3) Approval of the Minutes
 - a) November meeting minutes motion to approve by M. Healy; second L. Hefley; approved by voice vote
- 4) Reports
 - a) Budget
 - i) Total Library Budget at 39.84% as compared to average 41.67% is good
 - ii) Investigating Part-time & Temp Wages at 48.38%
 - b) Director
 - i) Staffing
 - (1) Shifting back to office 1/4/2021 from remote work
 - (2) Hiring an Information Technology Coordinator with City of North Liberty
 - (a) 80/20 City/Library
 - ii) Service Plan
 - (1) Open to patron browsing as soon as safe to do so
 - (2) Many new patrons applying for library cards online
 - (a) Mailing out registrations to complete the card
 - (3) New book carousels and video presentations of new books
 - (4) Working with county on Covid-19 information dissemination
 - (a) In concert with Libraries as 2nd Responders grant proposal
 - (5) Virtual Legislative Reception held December 8
 - (6) Annual Community Report complete
 - (7) Combining Endowment and Friends of the Library into one contribution letter and distribution list
 - (8) HelpNow tutoring and skill builder database now available
 - (9) cloudLink and app training has begun to provide library access and functions on patrons' smart phones
 - iii) Activities
 - (1) To serve on Governmental Affairs Committee for Iowa Library Association (ILA)

- (2) Virtual ILA planning
- (3) Eastern Iowa Mediation group's Access to Justice conference with staff
- c) Staff Introduction
 - i) Teen Services Librarian Erin Silva presentation
 - (1) Early conversations with G!World a mentoring group for girls of color
 - (a) To host on Mondays
 - (2) Procedure changes with respect to youth and teen interactions
 - (a) Recognizing trauma as influence on behavior
 - (b) Self-assessment available via Adverse Childhood Experiences questionnaire
 - (c) Covid-19 experience is traumatic
 - (d) Rethink interactions after problematic events of 2018
 - (e) Encourage relationships
 - (i) Snacks, Question of the Week, photo board, reward behaviors
 - (f) Flowchart in place
 - (3) Pursuing practicum student position for youth and teen
- 5) Policy Review
 - a) LIBRARY ACCESS FOR SEX OFFENDERS AGAINST MINORS
 - i) Motion to approve policy by L. Hefley; second J. Beck; approved by voice vote
- 6) Old Business
 - a) None
- 7) New Business
 - a) None

Adjourn

Motion to adjourn by L. Hefley; second M. Healy

NEXT MEETING DATE: January 18, 2021

Meeting minutes recorded by S. Clemons