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JOHNSTON LIBRARY BOARD OF TRUSTEES

MINUTES

August 19, 2021

The Johnston Public Library Board of Trustees met for a regular meeting at 5:30 p.m. in the West Meeting Room. Present were Katie Fiala, Dan Marvin, Robert Marvin - via Zoom, Megan Tooker, Director Eric Melton, and Assistant Director Molly Guerra.

Approve Agenda

Tooker moved to approve the agenda. Fiala seconded the motion, and it was unanimously approved.

Citizen Comment

- Happy to have the children's area open
- Best library in the metro
- Requests more Sci-Fi
- Children's activities are great
- Book Clubs are so good

Meeting Minutes of the July Meeting

Fiala moved to approve the minutes from the meeting on July 15, 2021. The motion was seconded by Robert Marvin and unanimously approved.

HVAC Repair Invoice - \$17,730.00

Tooker moved to approve an invoice covering repairs to the HVAC system. The motion was seconded by Robert Marvin.

EBSCO Invoice - \$6,524.00

Fiala moved to approve the annual invoice for EBSCO products used by the library. The motion was seconded by Tooker and unanimously approved.

Approve Bills

Library claims for the month totaled \$53,271.41 with back charges of \$6,891.11. Tooker moved for approval of the library claims and back charges. The motion was seconded by Robert Marvin and unanimously approved.

REPORTS

Budget and Finance Month-End

- FY21 total expenditures, as of the end of July, were \$1,402,841 with 98% of the budget spent and 100% of the year passed. It was noted that some of the expenditures recorded as July 2021 will be moved back to June 2021 in the coming weeks.

- FY22 total expenditure, as of the end of July, were \$100,735 with 7% of the budget spent with 8% of the year passed.
- At the end of July 2021, the Library Trust balance was \$53,094.98.

Statistics

Melton reported that July 2021 circulation increased by 53.4% from July 2020. July 2021 PC sessions totaled 1041.

DIRECTOR'S REPORT

1. Reopening

- a) With recent CDC guidance and the increase in Covid-19 cases in Polk County, the City of Johnston has gone back to requiring masks of employees when working around others. Unvaccinated members of the public continue to be encouraged, but not required, to wear masks.
- b) For now, the library plans to stick with the next phase of the reopening plan which includes resuming regular hours, opening the Large Meeting Room to public events, and restarting in-person programming on August 23rd.

2. Staff

- a) Several new staff have joined the library including four new shelvers—Tammy Dial, Cetrick Willis, Ava Rehm, and Aina Brown—two new clerks—Mary Bush and Cathy Barrett—and Rose Hebron, our new Youth Services Assistant Librarian.

3. Programs

- a) On Sunday, August 29th, the library will host the Belin Quartet for an outdoor concert and ice cream.
- b) In-person story times will begin August 30th with Story Time Together for kids 18 months through preschool on Mondays and Wednesdays and Bouncing Babies for kids 6 months to 18 months. Little Lotus Yoga will return on the first and third Mondays beginning September 20th.
- c) Cookbooks Against War: Explore Cookbooks That Promote Peace and Subvert Domesticity on Saturday, September 4th will be the first in-person special program for adults since the start of the pandemic. Dr. Abby Dubisar, Assistant Professor at Iowa State University, will give a talk on peace activist cookbooks, revealing how such texts ignite activism, enable community identity for subcultures, and adeptly subvert women's domestic roles.
- d) ESL and Let's Talk, the library's two English language learning programs, will begin a hybrid in-person/online format in September.
- e) The library skipped Food for Fines during National Library Week in April due to the pandemic. It will be held in September, National Library Card Month, beginning September 11th.

4. Annual Report

- a) The city ordinance requires the board to present an annual report to the council following each fiscal year. The report along with a brief slideshow will be presented at a September council meeting.

COMMENTS

With no further comments Fiala moved to adjourn the meeting at 5:50 p.m. The motion was seconded by Robert Marvin and unanimously approved.

