

COLE LIBRARY BOARD OF TRUSTEES MINUTES

April 21, 2020

PRESENT: Cathy Boggs, Greg Cotton, Deb George, Tracey Louwagie, Diana Corcoran,
Gwen Schimek-Tischler, Bob Meeker

- I. The meeting was called to order by President Deb George at 8:32 a.m. via Zoom.
- II. The minutes of the February meeting were approved.
- III. REPORTS:
 - A. PRESIDENT: This week was “National Library Week”; April 19-25.
 - B. PUBLIC LIBRARIAN:
 1. Children’s Room Shelf Update: Completion of the new shelving for the Children’s Room will be delayed by the Covid 19. The Iowa Prisons Industry group now thinks that they will be able to finish the project in June.
 2. Summer Reading Program: The pandemic has put the Summer Reading programs on hold. There will be no T-Shirts this year since the order deadline has passed.
 3. Cathy:
 - a. Will join two virtual training seminars to learn how libraries, both large and small, will be meeting the needs of their patrons during the pandemic.
 - b. Is making deliveries, on request. Example: To Cherry Ridge. The deliveries are sealed and not to be used for 72 hours.
 - C. LIBRARIAN:
 1. We reviewed the financial report. Greg will e-mail us a copy.
 2. The county funding was received and has been directed to the proper Cornell account.
 3. We have about \$6,000 in the Available Account.
 4. The college has requested that everyone, including the Library, hold up on spending until later notice. Money not spent now will just roll over into next year’s budget.
- IV. MAJOR BUSINESS:
 1. Covid 19- Library Response To Date:
 - a. Library drop box is being maintained.
 - b. Facebook page is being used to connect with patrons.
 - c. Initiating a “Flashback Friday” by posting pictures of past library activities.
 - d. Continue to submit articles to the local paper, The Sun.
 - e. Our website lists internet links to find current information on the pandemic.
 - f. The “Yarn Squad” will meet on Zoom.
 - g. Library cards are still available through Cathy from her home.
 2. Budget Amendment:
 - a. The library had requested \$127,500 from the city. The actual amount budgeted by the city will be \$109,500. That is an increase of about \$12,000 from last year. That will cover the \$11,000 cost of a new door. At our next meeting we will need to adjust our budget to accommodate the difference between our request and the actual budget.

3. There is a pause in the negotiations between the City and the college as they work toward an equitable plan for sharing the costs of running the joint City/College library. A proposal based on a “cost per capita” formula would likely increase the city’s commitment but that budget cost would still be well under what other comparable cities spend on their library.

NOTA BENE: The next meeting will be on a Wednesday, not Tuesday. MAY 20, 2020
at 8:30 a.m., probably by Zoom.

Meeting was adjourned at 9:09 a.m.

Respectfully submitted,
Bob Meeker