



Altoona Public Library Board of Trustees
Tuesday, December 14, 2021, at 7:00 p.m.
Meeting Room – 700 8th Street SW

Minutes:

1. Call to Order
 - a. The meeting was called to order by President Miller at 7:00 PM
 - b. Board Members Present: Mindy Goldsberry, Mike Hamilton, Matt Kray, Alan Miller, Mary Rork-Watson
Board members Absent: Abbey Strum, Mark Vance
 - c. Library Staff Present: Kim Kietzman, Amy Turgasen, Emily Linacre, Sheila Olson
2. Approval of the Agenda
 - a. The agenda was approved with a motion by Hamilton with a second by Kray and passed unanimously.
3. Approve Minutes (November 2021)
 - a. The minutes of the November 9th meeting were approved with a motion by Hamilton, a second by Goldsberry and passed unanimously.
4. Approve Bills and Budget (November 2021)
 - a. November bills and budget were approved with a motion by Goldsberry, a second by Kray and approved unanimously.
5. Public Comment
 - a. None
6. Staff Reports:

Director's Report – Kietzman reported that the laptop dispensing machine is installed. Some additional IT work is needed before they are fully functional. The door counters have died and will be replaced with a higher quality product. The library participated in the Christmas in Olde Town event. Due to space constraints, only about a quarter of the children in attendance at the event participated in the library activity. There were a couple of staffing changes with a retirement and a resignation. A new adult programming assistant is being hired.

Adult Programming – Turgasen reported that 10 adult programs were held with attendance of 118. A book club was split into two sections, which resulted in two well attended programs. A lot of adult programming is being planned for December. Mary and Amber have been helping Amy and Kim with the adult programs.

Teen Programming – Linacre stated November was a rough month for teen programming. Some programs had to be cancelled due to staff illnesses and low attendance. Repeat attendance was noted in a few of the programs held, building

relationships with those teens and tweens. The first TACOS meeting was held, and was a positive, productive session.

Children's Services – Olson reported the fall children's events have been hit or miss. Some great programs were held, but others had to be cancelled due to lack of registration. Cancels and no-shows were reported as well. Handprint Calendars, Perler Beads, and Crafternoon events drew big crowds. Pipsqueak Playdate and LEGO Club remain popular.

7. Unfinished Business

- a. Trustee Continuing Education – This month's session was titled Code of Ethics – Intellectual Freedom. Kim will assign a new session for January.
- b. FY23 Budget – the proposed budget was reviewed. Notable increases were for public awareness, training, and data processing including development of a mobile app. The budget passed with a motion from Hamilton, a second from Kray and passed unanimously.

8. New Business

- a. 2022 Hours and Holiday Closures – the schedule remained the same as prior years and was passed with a motion by Kray, a second by Goldsberry and unanimously approved.
- b. Policy Review – Collection Development Policy. No changes were proposed
- c. Policy Review – Behavior Policy. No changes were proposed.

9. Other Business – None

10. Agenda items for the next meeting – Policy Review

11. Next Meeting: January 11, 2022, at 7:00 PM at the library

12. Meeting was adjourned at 7:30 pm with a motion by Kray and a second by Goldsberry, and unanimously passed.