

Altoona Public Library Board of Trustees  
Tuesday, September 13th, 2022 at 7:00 p.m.  
Meeting Room – 700 8<sup>th</sup> Street SW

Minutes:

1. Call to order
  - a. The meeting was called to order by Vice President Mary Rork-Watson at 7:00 p.m.
  - b. Board Members Present: Abbey Strum, Matt Kray, Abbey Mary Rork-Watson, Mark Vance, Mindy Goldsberry  
Board Members Absent: Mike Hamilton, Alan Miller
  - 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 Strum, second by Vance and passed unanimously.
3. Approve Minutes (August 2022)
  - a. The minutes of the August 8th meeting were approved. Motion was made by Vance, a second by Strum, and passed unanimously.
4. Approve Bills (August 2022)
  - a. July bills were approved with a motion by Vance, a second by Goldsberry, and approved unanimously.
5. Public Comment
  - a. None
6. Staff Reports:

Director's Report – Kietzman reported the start of some renovations in the library including the new lights in the main stack areas and remodeling to the staff area, as well as getting the new card reader going.

Kietzman spoke at the Rotary meeting in August and had a private tour of the new Caring Hands facility in Altoona and discussed possible partnerships in the future.

Kietzman reported the library is now part of the city's phone system.

Adult Programming – Turgasen reported the end of the adult summer reading program with an increase in participation over last year. 95 reading lots were turned in. The coloring program at Brightside had the highest attendance yet as well with 25 participatns.

Teen Services – Linacre reported 4 programs with a total of 18 attendees.

Children's Services – Amber is now back working. Olson reported okay attendance for events, but outreach numbers went up because they attended the National Night out and brought their button maker and made hundreds of buttons for families. Staff also did a craft during Altoona Palooza – slap bracelets. Their office is under construction right now, so they are ready to get things organized and ready for the fall events.

7. Unfinished business

- a. None

8. New Business

- a. Eliminating Fines, the board read material before the meeting and voted to eliminate fines for late fees with a motion by Vance, a second by Kray and passed unanimously.
- b. Preliminary Budget Discussion – Will be asking for a full year intern request as well as a full-time librarian as our staff is very minimal compared to other libraries for cities of our same size.
- c. Behavior Policy Change – Service Animals – Language changed to: Animals are prohibited in the building, with the exception of service animals. Service animals as defined by Tit. II and Tit. III of the federal Americans with Disabilities Act of 1990, 42 U.S.C 12101 et seq. as a dog or miniature pony that has been individually trained to do work or perform acts for an individual with a disability. The task(s) performed by the animal must be directly related to the person's disability. Iowa Code 216C.11 provides for the presence of service animals, and service animals in training. Staff can provide patrons with copies of the ADA's and State of Iowa's service animal requirements upon request. This policy change was voted on by the board with a motion from Strum and a second by Kray and was approved unanimously.

9. Other Business – None

10. Agenda items for the next meeting –1<sup>st</sup> Draft Budget

11. Next meeting: October 11th at 7:00 p.m. at the library

12. Meeting was adjourned at 7:48 by consensus.