

Altoona Public Library Board of Trustees
Tuesday, November 8th, 2022 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 Alan Miller at 7:02 p.m.
 - b. Board Members Present: Alan Miller, Abbey Strum, Matt Kray, Mark Vance, Mindy Goldsberry, Mary Rork-Watson
Board Members Absent: N/A
 - 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 Kray, second by Strum and passed unanimously.
3. Approve Minutes (October 2022)
 - a. The minutes of the October meeting were approved. Motion was made by Strum, a second by Kray, and passed unanimously.
4. Approve Bills (October 2022)
 - a. October bills were approved with a motion by Strum, a second by Hamilton, and approved unanimously.
5. Public Comment
 - a. None
6. Staff Reports:

Director's Report – Kietzman attended the library conference called Internet Librarian presented by Info Today, a library technology magazine. She learned a lot about terminology and technology to use for the Meta grant. If our Meta grant is approved the full-time staff will need to complete some training on 3D design, 3D printing, robotics, XR, and more. Kietzman and Olson also attended one day of ILA. Kietzman was honored, along with a list of other librarians with a 20-year membership award. Kietzman and Turgasen went to the LMCC (Library Marketing and Communications Conference) where Kietzman presented a session on using staff-driven mission and values statements as a way of improving internal customer service.

Kietzman and Turgasen are starting to work on the app, the tentative go-live is December.

Kietzman mentioned there has been back and forth about the Free Little Pantry outside. The library's core mission is not food security, but we do like having this service

available so she will be adding brochures for the pantry with contact information/hours/location for food pantry services such as Caring Hands. There has been vandalism with broken glass by teenagers, expired foods placed in the pantry so there may be more discussions about this later if needed.

Adult Programming – Turgasen reported the very first murder mystery night at the library on Halloween night was a fun success. For the foster family information light, attendance was lower than expected but Four Oaks Family Connections said they had received some interest from the display featured in the entryway.

Teen Services – Linacre reported a little pick up in attendance for the month. There were 7 events held with a total of 38 participants. The most well-attended events were the 2nd annual pineapple carving program and teen try it: cookie dough pops. ZomBeanies, Bad Art Night, and the special FX makeup workshop each had 6 in attendance.

Children's Services – Olson reported a busy October. Program numbers have started going up and they also had one of the biggest programs in the last couple of years: The Spooky Tale Trail with over 315 people trick-or-treating around the trail.

It was also a busy month for storytime programs. Most storytime events are getting around 30 people per event, and Shimmie Shake is moving towards 50. There have also been big groups for Crafty Kids and Crafternoon. DSM Breakerz came and lead a breakdancing class which had great reviews.

Lastly, the Zombie Lock-in was an hour and a half with 16 kids in attendance and was a great time.

7. Unfinished business

- a. Annual Report – The board reviewed the annual report
- b. Space Needs Assessment – The board reviewed the space needs assessment

8. New Business

- a. FY24 Budget Draft – Final will be ready next month for approval
- b. 2023 Holidays/Changes to operating hours – The Library will be closed on December 31st with a motion from Hamilton, a second by Strum, and approved unanimously.

9. Other Business – None

10. Agenda items for the next meeting – Final budget, Collection development policy, Kietzman will be on vacation during next month's meeting so it will be decided if the meeting will be ran by Turgasen or if we will move the meeting to another date.

11. Next meeting: December 13th, 2022 at 7:00 p.m. at the library

12. Meeting was adjourned at 5:05 by consensus.