

Altoona Public Library Board of Trustees  
Tuesday, August 8th, 2023, 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 President Rork-Wilson at 7:02 PM
  - b. Board Members Present: Matt Kray, Mark Vance, Mindy Goldsberry, Mary Rork-Watson, Mike Hamilton, Abbey Strum
  - c. Library Staff Present: Kim Kietzman, Amy Turgasen, Sheila Olson
2. Approval of the Agenda
  - a. The agenda was approved with a motion by Vance, second by Hamilton and passed unanimously.
3. Approve Minutes (July 2023)
  - a. The minutes of the July meeting were approved without changes. Motion was made by Hamilton, a second by Kray, and passed unanimously.
4. Approve Bills (July 2023)
  - a. The July bills 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 – Kim reported that July should be the final month of the “peak season” at the library and there were a lot of feet in the door the past month.

There were a couple of rough weeks for staffing with two of the newer clerks resigning. One had landed a full-time job, the other has a full-time job but the level of responsibility has changed at her company due to staffing losses and she is no longer able to commit to a second job. Until new clerks are hired Kim will be helping staff the desk.

The Polk County Library Association (PCLA) met as a group in July to consider the “home library” concept for rural service. There was a consensus that they would pursue it after the supervisors have signed the contract, hopefully in early August.

The City of Altoona department heads met for the first monthly leadership training in July. There will be monthly –hour sessions over the next year.

Adult Programming – The final summer reading numbers will be reported next month. Book logs can still be turned in until out of prizes. The 3 grand prizes have been awarded. The Tuesday senior programs have remained steady in attendance over the summer. Molly was very excited to report that a group of the seniors that didn't know each other prior to attending the Senior Set have created a group that goes out for lunch every few weeks together and occasionally goes to movies together. Social interaction is one of the benefits for seniors attending the programs and it's great to see that extending outside of the library. Upcoming programs include a recycle book craft, silent coloring, peaceful puzzling, and a Cricut make & take series using different products such as glasses, stickers.

Teen Services – July was a slower month for teen programming; there were 8 programs with 39 total participants. Highlights were Tie Dye Tote Bags with 12 attending and Keep Your Chickens Quiet! With 7 in attendance. The monthly programs had lower attendance, with 3-4 coming to Wreck This Journal, Out of the Box, and Hooks and Needles. Total participation in the scratch off tickets was also lower this year, with 280 tickets given out.

Children's Services – It was a busy summer with a 52.9% increase in program attendance from 2022 to 2023 in the children's department, and that's just for July.

The reading program ends on July 31<sup>st</sup> and the numbers will be tallied so we will know the total participation.

There were some great events this month, and some fun guests. The month started off with a Yoga class with happy Heart Yoga. The Grout Museum came to the library and their program was so popular that people had to be turned away. The balloon Art Storytelling was an interesting program and did have good feedback. It seems like the group likes STEM programs and art programs the most.

The Storytime guests were all well received. The biggest hit was the Avengers of the Knight who came dressed as Marvel superheroes. There were children who had to be turned away for this event too, but they were able to come back and get pictures after the Storytime was over. Other guests included the Neal Smith Wildlife Refuge, Ozzie the therapy pigeon, and the DART Bus. Iowa PBS also lent their Ramps and Pathways materials to do a Marble Run. Finally, Tippi Toes Dance Company came to teach two dance classes for free!

There were three programs for grades 4-6: Art Journals, Chocolate Factory Lock-in, and Crochet Club. The monthly programs like LEGO club, Fun Size Kitchen and Crafty Kids all did well too. The Kids Klub and Altoona Achievers brought their classes to the library for a Storytime and a tour.

## 7. Unfinished business

- a. CIP Priorities
8. New Business
- a. Board Continuing Education Field Trip: Board members were lead on a field trip by Kim and Amy to learn about how the library materials get weeded and to show the new shifting of materials in the library fiction area.
  - b. RFP for Strategic Planning – Request for Proposal
  - c. Open Access & DSA Reports – Direct State Aid
  - d. Review Meeting & Study Room Policies – No changes made
9. Other Business – N/A
10. Agenda items for the next meeting – Policy Review, Trustee CE
11. Next meeting: Tuesday, September 12<sup>th</sup>, 2023, at 7:00 p.m. at the library
12. The meeting was adjourned at 8:03 PM by consensus.