

PERRY PUBLIC LIBRARY BOARD OF TRUSTEES
December 14, 2023 Minutes

The Perry Public Library Board of Trustees met in regular session on Thursday, December 14, 2023 at 8:00 a.m. Note: This meeting was held in-person at the Perry Public Library.

Board members Kendall Rathje, Margaret Ruggle, Rosa Gonzalez, Mark Miller, and Heather Karolus were present. Friends' of the Library President Kathy Miller and Library Director Misty VonBehren were also present.

Library Board President Mark Miller called the meeting to order.

Agenda – Heather Karolus moved to approve the agenda with Kendall Rathje seconding the motion. MCU.

Minutes – Margaret Ruggle moved to approve the minutes from the November 9, 2023, meeting and Heather Karolus seconded the motion. MCU.

Financial Statements – Gift Fund receipts and payments were presented with receipts totaling \$11791.58 and checks #6530 - #6543, totaling \$4919.73. The City of Perry Library Fund Status Report and the November City of Perry Library Claims Report were reviewed. Heather Karolus moved to approve the financial reports with Margaret Ruggle seconding the motion. MCU.

Unfinished Business:

- a. Library Roof – Director Misty VonBehren has spoken with city maintenance supervisor, Barry Chayet about the status of and finalization of the repairs that were suggested from the Observation Report conducted September 7, 2023 (Project Number – 29804) by Bob Mickelson and Dana Pedersen. Barry Chayet informed the Director VonBehren that all the repairs from the report have been addressed and repaired.

New Business:

- a. Staffing - Director VonBehren updated the board on recent changes in staffing due to the termination of an employee for egregious behavior.
- b. Budget and Capitals – Director VonBehren updated the board on the process of preparing the FY25 budget and capital request. A preliminary budget along with capital requests will be brought in front of the board for discussion and approval at the January 11, 2024, board meeting.

Board Education:

- a. The library received its annual reimbursement from the State Library of Iowa for participation in the Open Access and Interlibrary Loan programs. Director VonBehren discussed in detail the overall programs, participating libraries, reimbursement formula, funding sources, and the opportunity to expand the marketing of these programs to the public.

Librarian's Report:

Review of statistics at meeting.

We will be transitioning our meeting room reservation system to WhoFi Meeting Rooms. This software is offered as a benefit to libraries at no cost. We will save \$775.00 annually by using the WhoFi software instead of paying an annual subscription to Plymouth Rocket. Staff will be trained in the new WhoFi software by the end of the month.

During December and January, I will be having 1:1 meetings with each staff member. This is an opportunity to discuss ideas, expectations, and to answer any questions.

On Saturday December 9, we sponsored the Free Merchant Movie at the local theater. The movie was Smallfoot which is about a yeti. Since the theme for Winter Reading is Get Yeti to Read, we thought this was a good way to market the winter program to those that may not normally know about the program. Kayla Rothmeyer and I were able to talk with approximately 30 kids about the program. The kids each received a KidsPack from the concession stand, compliments from the library (Donation by Misty).

I will be working on preparing FY25 budget and capitals in the next month. Preliminary budget and capital requests will be discussed and reviewed at the January 2024 meeting.

Programming and Events:

Get Yeti to Read! Children's Winter Library Program – December 1 – February 29

The theme for this year's Children's Winter Reading Program is Get Yeti to Read! The fluffy, white snow monster is everywhere at the Perry Public Library, but can we get it to read? That's your child's job! Come into the library and pick up log sheets that look like game boards to track your child's reading progress throughout the winter and try to catch that sneaky yeti and get it to read! Each time you turn in a log sheet, you get a small prize, another log sheet, and an entry for one of several yeti-themed grand prizes! The program is for babies through children in fifth grade. There will also be one winter-themed family program held each month this winter. More details will be available when you register for the winter reading program. Registration begins December 1, online and in-person.

Get Yeti to Read! Teen Winter Library Program – December 1 – February 29

The theme for this year's Teen Winter Reading Program is Get Yeti to Read! The white snow monster is hiding at the Perry Public Library and it's your job to coax it out. Turn in a book review for each book you read this winter. For every five book reviews you turn in, you will get a free book, more blank book reviews, and an entry for one of several yeti-themed grand prizes! The program is for youth in middle and high school. More details will be available when

you register for the winter reading program. Registration begins December 1, online and in-person.

December Grab and Go Adult Craft – Free DIY New Year Reading Journal

Start 2024 with a fun, one-of-a-kind DIY New Year Reading Journal. We'll supply the journal cover, paper, adhesive, and stickers – you add your own style and creativity. Adult patrons can bring home one Free DIY New Year Reading Journal Craft Kit from the Perry Public Library. This craft kit includes materials and instructions for making one journal. This December Craft is free, courtesy of the Perry Public Library, and available while supplies last. For questions, visit www.perry.lib.ia.us or call 515-465-3569.

Adult Winter Library Program: Like Summer...Only Cooler! – December 1 – February 29

Join our Adult Winter Library Program and get rewarded for cozying up with a hot beverage and a good book this winter! Participating is simple: Register in person or online at www.perry.lib.ia.us, then begin reading. Each book you read gets you one entry into our *weekly* gift card and book light drawings, plus one entry into our grand prize drawing of a Kindle Fire and a Perry Public Library Swag Bag! You can also complete our Color-Coded Reading Challenge to get five extra entries into the Grand Prize Drawing. We'll start off the Adult Winter Library Program with an awesome Game On! Afternoon on Saturday, December 2nd. Registration for the free Adult Winter Library Program begins on December 1st. For more information, come to the library, visit www.perry.lib.ia.us, or call 515-465-3569.

Hometown Heritage at the Carnegie Library Museum Presents: The 9th Annual Festival of Trees – November 18 to December 30

Welcome in the holidays with the 9th Annual Festival of Trees at the Perry Public Library! This November and December, the Carnegie Library Museum will transform into a magical, winter wonderland. Beautifully decorated, themed trees and festive displays installed by individuals, businesses, and organizations will adorn the Carnegie. Prepare to be dazzled by colorful lights and festive décor, then cast votes for your favorites. Enjoy the magical atmosphere all season long at this free event during open Carnegie Museum hours from November 18 to December 30. The Winter Carnegie Library hours are as follows: Sunday and Monday – Closed. Tuesday and Wednesday – 10:00 am to 4:00 pm. Thursday – 10:00 am to 7:00 pm. Friday and Saturday – 10:00 am to 4:00 pm. The 9th Annual Festival of Trees kicks off during special hours on Friday, November 24, for the Perry Lighted Parade from 6:00 pm to 8:00 pm. For more information, call the Carnegie Library Museum at 515-465-7713 or visit www.perry.lib.ia.us.

Adult Winter Library Program Game On! Afternoon – December 2

We had so much fun at our Summer Library Program Game Night, that we've decided to bring back games for our Adult Winter Library Program! Come to the library on Saturday, December 2 from 1:00 pm to 3:00 pm to enjoy a winter afternoon of games, friendship, and fun. We will have one area set up with board game choices and another with an array of card games to pick from. Grab a friend (or two or three) and join us for some free, friendly competition during our Game On! Afternoon! This is a free event for patrons 18+ and no registration is required. For more information, come to the library, visit www.perry.lib.ia.us, or call 515-465-3569.

We Have Issues (YA Book Club for Everyone): *A Cuban Girl's Guide to Tea and Tomorrow* by Laura Taylor Namey – December 4

We Have Issues: A YA Book Club for Everyone is a fun, laid-back book club where we enjoy reading and discussing the often-dramatic world of YA literature. We love exploring timely

issues and you don't have to be a teen/young adult to come. Our club meets every first Monday from 6:00 pm to 7:00 pm in the Library Community Room. Discussion leader Jessica chose this month's selection to take a break from more serious topics and enjoy a more light-hearted read. Not to worry, though, there'll be plenty of drama to discuss! Interested adults and teens may join the group at any time, but registration is required. Books are available at the library for a small fee for registrants. Register online at www.perry.lib.ia.us, in person, or call the library for more information at 515-465-3569.

Toddler Time Tuesday Storytime (2 and 3-Year-Olds): Holiday Traditions Around the World –December 5

This storytime is geared toward toddlers ages 2 to 3. On Tuesday, December 5, we will finish our celebration of the holiday season with books, songs, activities, and crafts focusing on the Jewish holiday Hanukkah and Kwanzaa, an annual celebration of African-American culture. Toddler Time meets on Tuesdays from 10:30 am to 11:15 am. This is a free program, but registration is required. To register, visit the library, go online at www.perry.lib.ia.us, call 515-465-3569, or email lpieper@perry.lib.ia.us.

Tween Zone: Holiday-Themed Craft – December 5

Tween Zone is a new program for "tweens," ages 8 through 12, from 4:00 pm to 5:00 pm on the FIRST Tuesday of the month. Miss Laura will have a craft for anyone interested, and participants can also tinker with our Maker Space Cart, play with our Beam projector, play board games, play with our Wii console, color coloring pages, or just sit and hang out. Tween Zone will meet on Tuesday, December 5 and this month's craft will be holiday-themed. This is a free activity and no registration is required. For more information, visit www.perry.lib.ia.us, call 515-465.3569, or visit the library.

Fun with Fours and Fives Wednesday Storytime (4 and 5-Year-Olds): Holiday Traditions Around the World – December 6

This storytime is for preschool-age children, ages 4-5. On Wednesday, December 6, we will finish our celebration of the holiday season with books, songs, activities, and crafts focusing on the Jewish holiday Hanukkah and Kwanzaa, an annual celebration of African-American culture. This is a free program, but registration is required. To register, visit the library, go online at www.perry.lib.ia.us, call 515-465-3569, or email lpieper@perry.lib.ia.us.

Fresh Conversations with Aging Resources of Central Iowa: Blood Pressure - December 6

Fresh Conversations is a free nutrition and physical education program for ages 60+. The program offers practical tips and sensible solutions to everyday problems that get in the way of doing what most people want to do: eat well and live well! Fresh Conversations is also an opportunity to connect with other adults for a friendly group discussion. We will meet to discuss blood pressure, plus try a tasty recipe on Wednesday, December 6, from 12:30 pm to 1:30 pm in the Perry Public Library Community Room. This is a monthly, free event held the first Wednesday of each month for ages 60+ and no registration is required. For more information, call the library at 515-465-3569 or visit www.perry.lib.ia.us.

WOW! Wednesdays Robots (K-2nd Grades): Christmas Fizzy Paints Experiment and Wiggle Bots – December 6

WOW! Wednesdays are early-out STEM-related activity times for elementary students at the Library! Children in Kindergarten through second grade are invited to attend WOW! Wednesdays Robots from 3:00 pm to 4:00 pm on the FIRST Wednesday of the month. For

December 6, the Robots will be experimenting with Christmas Fizzy Paints and creating Maker Space Wiggle Bots with Miss Laura. We are also excited to incorporate our new Maker Space Cart during WOW! Wednesdays! Kids can tinker around or participate in challenges to build things with items from the cart. Miss Laura will present a different science experiment each month, and there will be LEGOs, Snap Circuits, and other activities. This is a free activity, and no registration is required. For more information, visit www.perry.lib.ia.us, call 515-465.3569, or visit the library.

Fall Wee Wonders Storytime Thursday (Birth to 24 Months): Holiday Traditions Around the World – December 7

Our Wee Wonders program for babies birth to 2024 will meet from 10:30 am to 11:15 am on Thursday, December 7. We will explore holiday traditions around the world in a fun and engaging way. Wee Wonders is an early literacy lapsit program for babies from birth through 24 months. We sing songs and rhymes, read simple books, do fingerplays, bounces, and incorporate motor skills with shakers and scarves. There is a period of social play at the end of each program. Each participating baby also gets a free board book every time they come to the program. To register, visit the library, go online at www.perry.lib.ia.us, call 515-465-3569, or email lpieper@perry.lib.ia.us.

Hometown Heritage at the Carnegie Library Museum Presents: El Novena Edición Annual Festival De Arboles Noche Latina (The Festival of Trees Latino Night) – December 7

Join us for a special night of extended hours on Thursday, December 7 for el Novena Edición Annual Festival De Arboles Noche Latina (The Festival of Trees Latino Night). Latino Night is free and open to the public from 6:00 pm to 7:30 pm. For more information, call the Carnegie Library Museum at 515-465-7713 or visit www.perry.lib.ia.

Chess Club at the Library – December 8, 15, 22, 29

Local Chess Instructor David Oliveira is partnering with the Perry Public Library to teach, mentor, and play chess with players of all ages and experience levels. Whether you are new to chess or looking for a challenging game, mark your Thursday evenings in December for Chess Instruction and Walk-in at the Library. Students, grades K-12, will meet from 4:30 to 5:30 pm, in the library Board Room. Chess players of all ages are then welcome to meet from 5:30 to 7:30 pm, also in the Board Room, for instruction or competition. David Oliveira leads the group meetings and also offers chess instruction by individual appointments as part of the library program. Call the library for more information or to arrange a time at 515-465-3569.

Hometown Heritage at the Carnegie Library Museum Presents: A Festival of Trees Tour of Teas – December 10

This holiday season, you are cordially invited to the Festival of Trees Tour of Teas at the Carnegie Library Museum. On Sunday, December 10, Hometown Heritage at the Carnegie Library Museum will host three tours; beginning at 1:00 pm, 2:00 pm, and 3:00 pm. Attendees will enjoy a tour of the Perry Carnegie, lit up with unique Festival of Trees displays. Each area will also feature a different holiday tea and treat for guests to enjoy as they move through the museum.

Tickets will be available at the Perry Public Library and the Carnegie Library Museum beginning November 3 for \$10 per person. Mark your calendars for this one-of-a-kind event and join us on December 10 for the Festival of Trees Tour of Teas! For questions or to learn more, visit the Carnegie Library Museum, call 515-465-7713, or go to www.perry.lib.ia.us.

WOW! Wednesdays Rockets (3rd-5th Grades): Christmas Tree Salt Circuit Experiment and Straw Rockets – December 13

WOW! Wednesdays are early-out STEM-related activity times for elementary students at the Library! Children in third through fifth grade are invited to attend WOW! Wednesdays from 3:00 pm to 4:00 pm on the SECOND Wednesday of the month. For December 13, the Rockets will be experimenting with Christmas Tree Salt Circuits and creating Maker Space Straw Rockets with Miss Laura. We are also excited to incorporate our new Maker Space Cart during WOW! Wednesdays! Kids can tinker around or participate in challenges to build things with items from the cart. Miss Laura will present a different science experiment each month, and there will be LEGOs, Snap Circuits, and other activities. This is a free activity, and no registration is required. For more information, visit www.perry.lib.ia.us, call 515-465.3569, or visit the library.

Salvation Army Mobile Services Center – December 4

The Salvation Army Mobile Services Center comes to the Perry Public Library on the 3rd Monday of each month from 9:30 am to 3:00 pm, with a break for lunch. This free service will be located inside the library through the end of the year while the mobile center receives regular maintenance. The Salvation Army helps with rent, utilities, gas, personal care items, food, and other information. For more specific information about services offered, contact the Salvation Army at 515-282-3599. This is a free service and no registration is required. For more information, visit www.perry.lib.ia.us, call 515-465.3569, or visit the library.

Family Holiday Cookie Decorating Party – December 18

Families are invited to come together and decorate holiday cookies any way they like at the Perry Public Library's Family Holiday Cookie Decorating Party on Monday, December 18 from 4:30 pm to 5:30 pm. Toddlers through grandparents - and teens too! - are welcome to design the perfect holiday cookie. Enjoy some family time and sign up for our Winter Reading Programs while you are here! This is a free activity, and no registration is required. For more information, visit www.perry.lib.ia.us, call 515-465.3569, or visit the library.

Marvelous Marshmallows: STEM Library Program with ISU Extension and Outreach in Dallas County – December 20

If you were ever told not to play with your food, now is your chance to play games with marshmallows! On December 20, ISU will bring their monthly STEM program; this time focusing on the science of marshmallows. The Perry Public Library is partnering with ISU Extension and Outreach in Dallas County for an exciting new monthly early-out STEM program that will meet from 3:00 pm to 4:00 pm on third Wednesdays. The ISU Extension Library STEM program is for kindergartners through fifth graders and will include a snack, literacy activity, and hands-on STEM experiments. Join us on December 20th to learn about marshmallows' connection to Iowa, while having fun with the tasty treat. Registration is required for this program by December 13. Register online at www.perry.lib.ia.us, in person, or call the library for more information at 515-465-3569. *Please note that this is separate from our current WOW Wednesday programming.

Monthly Book Club: *Autobiography of Benjamin Franklin* by Benjamin Franklin – December 19

Our December Monthly Book Club will tackle a book authored by founding father Benjamin Franklin. This book was historically banned in schools across the country and sanitized by both publishers and Franklin's own grandson to keep it in print. Join us on Tuesday, December 19, from 1:00 pm to 2:00 pm in the Library Community Room to discuss Franklin's famous memoir. Everyone interested is invited to join the discussion, but registration is required. Register online at www.perry.lib.us, by phone at 515-465-3569, or in person.

Holiday Closings – December 24 and December 25

The Perry Public Library will be closed on Sunday, December 24, and Monday, December 25, for Christmas Day. We will reopen on Tuesday, December 26, at 10:00 am.

December Craft Club: Make Your Own Candle – December 18

This December, create your own candle from the inside out. You will be able to choose your own scent or blend two or more together to create a new scent! Then, decorate the outside as a holiday decoration or for everyday use. The December Craft Club will meet on Monday, December 18 from 6:00 pm to 7:30 pm. All are welcome, but space is limited, and registration is required. A \$5 materials fee is due at the time of registration to reserve your spot. Please register by Wednesday, December 13. To register, visit the library. For more information, visit www.perry.lib.ia.us, call 515-465-3569, or ask a librarian.

Paper Crafting with Kathy: Winter-Themed and Thank-You Cards – December 30

Join paper crafting enthusiast Kathy Miller for a series of monthly how-to workshops featuring different paper crafting techniques and creative designs for making greeting cards. The craft series will be held one Saturday each month. For this month's holiday class, we will meet on December 30 in the Library Community Room from 10:30 am to 12:30 pm. We will focus on winter-themed and personalized thank-you cards. There is a \$5 materials fee for the program and payment is required for registration. Registration closes on December 16. All materials will be provided, but participants are welcome to bring their own supplies. For more information, visit www.perry.lib.ia.us, call 515-465-3569, or ask a librarian.

Saturday Crafternoons – December 30

Are you looking for a quiet, community space to craft? Then, we have the perfect Saturday event for you! The Perry Public Library welcomes crafters and do-it-yourselfers to our dedicated makerspace – now following Paper Crafting with Kathy. You bring your ideas and supplies, and we'll supply the crafting space. Saturday Crafternoons last from 12:30 pm to 4:30 pm in the Library Community Room and offer a free community space to work on projects in a comfortable environment. Plan your next work session for Saturday, December 30, at the library. Tables are available on a first-come, first-served basis, and everyone is invited. No reservations and no charge! For more information, visit or call the library at 515-465-3569.

Holiday Closings – January 1

The Perry Public Library will be closed on Sunday, December 31, and Monday, January 1, for New Year's Day. We will reopen on Tuesday, January 2, at 10:00 am.

The next normally scheduled meeting is on Thursday January 11, 2024, at 8 a.m. in the library's Community Room. The public is always welcome.

Meeting adjourned.

Respectfully submitted, Misty VonBehren, Library Director