**PERRY PUBLIC LIBRARY BOARD OF TRUSTEES , September 12, 2024 Minutes**

The Perry Public Library Board of Trustees met in regular session on Thursday, September 12, 2024 at 8:00 a.m.

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

Rosa Gonzalez called the meeting to order at 8:02 a.m.

Agenda – Heather Karolus moved to approve the agenda with Margaret Ruggle seconding the motion. MCU.

Minutes – Margaret Ruggle moved to approve the minutes from the August 8, 2024 meeting and Heather Karolus seconded the motion. MCU.

Financial Statements – Gift Fund receipts and payments were presented with receipts from the period of August 7, 2024 – August 31, 2024, totaling $1194.05, and checks #6632 - #6643, totaling $4616.98. The City of Perry Library Fund Status Report and the August City of Perry Library Claims Report totaling $16370.62 were reviewed. Heather Karolus moved to approve the financial reports with Margaret Ruggle seconding the motion. MCU.

New Business –

1. The Board was informed that the annual review of the director needs to be completed. Rosa will facilitate this process.
2. The Board discussed changing the date and time of the monthly board meeting to ensure that all board members have an opportunity to attend in person. The bylaws will be reviewed and updated at the next board meeting to reflect the change.

Board Education:

1. Accreditation and Planning Process: The Standards and Accreditation Program exists to encourage the ongoing development of high-quality public library services in Iowa. In Service to Iowa: Public Library Standards is the manual for the State Library of Iowa’s standards program. Iowa’s voluntary public library standards program was established to give public libraries a tool to identify strengths and areas for improvement. It is also used to document the condition of public library service in Iowa, to distribute Direct State Aid funding, and to meet statutory requirements.

Librarian Report –

**Library Director’s Report September 2024 Misty VonBehren**

1. The monthly statistics will be shared during the meeting. The new WhoFi was discussed and the Board was asked to determine what statistics they would like to have shared at the Board meetings in the future.
2. The State Library of Iowa is no longer going to offer free email services to libraries. Over the last year, there have been multiple issues with the current email service provider (Atmail) and several complaints from libraries. Therefore, the State Library has decided to discontinue providing any email service to libraries. Since the service was free to libraries, our staff members each had individual email addresses, but moving forward only full-time, regular-time, and a general account will be used. We are transitioning to be a part of the City’s email service.
3. The Latino Festival was a very successful event. We participated with a parade entry, and we also had a booth throughout the event. We signed individuals up for library cards, gave away free books, and just had an overall library presence at the event.
4. RVTV rolled into town on Monday, September 2nd with great weather and huge crowds! The library participated by having multiple inflatables, several yard games, face painting, a balloon artist and we also partnered with the Parks and Recreation department to offer a scavenger hunt. While it was a tiring day, it appeared to be a very successful event that was enjoyed by many!
5. The Kodak Picture Kiosk is continuing to be very popular with community members. We have had a few learning curve issues, but overall a very positive service for the community.
6. I completed meetings with key staff members for our quarterly 1:1 conversation. This allows an opportunity to communicate expectations, brainstorm ideas, and to get a general sense of staff needs and overall feedback.
7. Next week is Homecoming Week for Perry Community Schools. The city will be helping coordinate the parade as we have done in the previous years. The library will have a parade entry.
8. I am still working on the Annual Report which is due by the end of October.
9. I will be attending a quarterly Dallas County Library Association on Tuesday 9/17/2024 in Woodward.
10. Staff members (Kayla, Mindy, Jessica, Candi, and Misty) will be attending the annual Iowa Library Association Conference in Des Moines on 9/10/2024 and 9/11/2024. In addition, I will be attending the pre-conference on 9/09/2024.
11. I will be on vacation 9/19/2024 - 09/29/2024.

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

Kendall Rathje moved to close the meeting at 8:53 a.m. with Heather Karolus seconding the motion. MCU

Respectfully submitted, Misty VonBehren, Library Director