

This meeting was held electronically at the Perry Public Library.

Following the Governor's Emergency Public Health declaration in response to the current COVID-19 situation, this meeting was held electronically. Public access to the meeting was obtained by one of the following methods.

PUBLIC INPUT CAN BE PROVIDED BY GOING TO THIS WEB ADDRESS:

By computer, tablet, or phone:

Join Zoom Meeting

<https://us02web.zoom.us/j/83265854249?pwd=RFpwS1dkZnM4bk1lMjJxd2x5Sm8yZz09>

Meeting ID: 832 6585 4249

Passcode: 50220

Dial by your location +1 312 626 6799 US (Chicago)

**The format of this meeting is due to the
State Public Health Emergency Declaration regarding Covid-19
and will be conducted pursuant to
Iowa Code 21.8 and the Proclamation of Governor Kim Reynolds
dated March 19, 2020.**

The Perry Public Library Board of Trustees met in regular session on Thursday, February 11, 2021 at 8 a.m.
Note: This meeting was entirely conducted electronically.

Board members Mark Miller, Margaret Ruggle, Heather Karolus, and Jeremy Winter were present. Library Director Mary Murphy and Deputy Director Misty VonBehren were also present.

Board President Mark Miller called the meeting to order.

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

Minutes – Jeremy Winter moved, and Heather Karolus seconded a motion to approve the minutes of the January 14, 2021 meetings. MCU.

Financial Statements – Gift Fund bills were presented with deposits and expenses explained. Heather Karolus moved, and Margaret Ruggle seconded a motion to approve checks #6023- #6027 in the amount of \$1,002.54 from the Gift Fund and the City of Perry Library Fund Status Report. MCU.

Unfinished Business:

Reopening – Heather Karolus moved that the library should move to Phase 3 of the Reopening Plan with the Library Director having the discretion to move back to Phase 2 if the 14-day positivity data indicates increased COVID-19 cases in the Perry Zip code. Jeremy Winter seconded. MCU.

Library Budget – The City of Perry - Library Budget worksheets were reviewed along with the Library Capital Request for FY2021-2022.

New Business: None

Librarian's Report:

Statistics – In looking over the statistics, most are what we expect with the building being closed for the last 11 months and using curbside delivery of materials. What is surprising is that more of our patrons are using our ebooks and eaudiobooks. Our streaming or evideo offerings are just a little down on an annualized basis but the number of checkouts from December to January more than doubled from 30 to 79. The number of borrowers has stayed steady with a small increase. As expected, we have dismal statistics in the number of programs, the number of attending programs, room use, and computer use. Unique visitors to our catalog and use of Wowbrary has increased with quite of few reserving materials online.

We are making progress in weeding the collection prior to moving the fiction to the west side of the library and the nonfiction to the east side of the library. Signage has been revamped and is on the maintenance list to get mounted. Curt's Electric has finished the new lights in the men's and women's bathrooms. It is a great improvement in the lighting for both bathrooms.

We have encountered a glitch in the HVAC controls system. The control system is supposed to send alerts to my email and the City Maintenance Manager's (Barry Chayet) email when an alarm goes off indicating an HVAC problem. For example, when the boilers shutdown or the condenser shuts off. Apparently, the controls system runs on Adobe Flash and that piece of software became obsolete on January 1, 2021.

Barry Chayet is looking into two different ways to solve the problem. One is to have Waldinger/Wolin update the system (\$7,934) or two, for Drees to create a new web-based controls system. A web-based controls system could be accessed anywhere wifi or an internet connection is available. The Drees quote is \$17,650 to install a web-based controls system for the library. Maintenance Manager Barry Chayet and I recommended to City Hall to install the web-based controls system from Drees. The software would be non-proprietary. Meanwhile, Barry is checking on the boilers daily for any problems that may arise.

I presented our 2020 Health Initiatives programming in a Health Care Webinar on Tuesday, February 9, 2021. The presentation is like the one I presented at the Iowa Library Association conference last October. We had 134 attendees present representing both Health and Library communities. The talk was well received, and the Zoom Webinar format made it possible for all 8 presenters to answer questions and provide the best virtual interaction as possible with the attendees.

Director Murphy will set up a press event for Tuesday, February 16 at 4 p.m. inviting the local news agencies along with possibly Doug Wood to video the tour of the library with its improvements. Appropriate signage and cleaning stations will be set up around the library. We will then open the library building for computer use (4 public stations) and browsing on Wednesday, February 17th at 10 a.m. A PSA will be sent out this afternoon promoting our reopening.

The next normally scheduled meeting is on Thursday, March 11, 2021 at 8 a.m. in the library's small meeting room or may be held electronically depending on the Covid-19 situation. The public is always welcome.

Mark Miller moved to adjourn the meeting with Heather Karolus seconding. MCU. Meeting adjourned.

Respectfully submitted, Mary K. Murphy, Library Director

