

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.

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**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, March 11, 2021 at 8 a.m.

Note: This meeting was entirely conducted electronically.

Board members Mark Miller, Margaret Ruggle, Heather Karolus, Rosa Gonzalez, 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 – Margaret Ruggle moved to approve the agenda with Heather Karolus seconding the motion. MCU.

Minutes – Heather Karolus moved, and Jeremy Winter seconded a motion to approve the minutes of the February 11, 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 #6031- #6035 in the amount of \$776.18 from the Gift Fund and the City of Perry Library Fund Status Report. MCU.

Unfinished Business:

Reopening – With the number of Covid-19 cases stable in our zip code, the Library will move forward in reopening the library by adding some easily cleaned seating, spaced apart. The Perry Maintenance Department will clean mid-day at 1 p.m. with Library Staff wiping down public surfaces at 5 p.m.

Library Budget – Margaret Ruggle moved to approve the FY2021-2022 City of Perry Budget with Heather Karolus seconding. MCU.

New Business:

Accreditation – The Library will again be applying for accreditation next February 2022. Our five-year strategic plan needs updating. We will be conducting a formal community survey in person, on paper in the library, and electronically. A community stakeholder meeting needs to convene to determine the service goals of the library. As a part of the accreditation process, the Library Board will also need to review all library policies. We will start today in reviewing two policies.

Library Conduct Policy – The proposed policy presented will take the place of the Library Behavior Policy and the Cell-Phone Policy. In the review of current policies, all new proposed policies will include an initial statement of why the policy is needed. In the case of the Library Conduct policy, we need to welcome all wanting to use our services but need to set out behavioral boundaries so that all can feel welcomed, comfortable, and safe. The Board suggested a couple of changes to the proposed policy. A policy incorporating the suggestions will be presented at the April Library Board Meeting.

Child and Vulnerable Adult Safety Policy – This policy replaces of the current Unattended Child Policy. Heather Karolus moved to approve the proposed Child and Vulnerable Adult Safety Policy with Margaret Ruggle seconding. MCU.

Board Education – Accreditation Process

Librarian's Report:

Statistics – 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. The number of borrowers (Library card holders) 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.

The Library was closed for 11 months and 1 day. We opened the building on February 17, 2021 with limited services and browsing available. Curbside services are still available for those patrons that do not feel comfortable in coming into the library. We have experienced exceptionally good cooperation with the patrons coming into the library. Some need reminding to keep both their nose and mouth covered. Overall, it has proven to be a good experience. Our patrons are excited to be back in the library.

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. I will report at the meeting our progress. In the fiction, we are in the K authors and all the Nonfiction and Iowa sections have been moved to the east side.

The new HVAC controls system was put in the first week in March. Everything is working well with text messages sent to the Library Director and City of Perry Maintenance Manager Barry Chayet.

We have started to plan for the Summer Library Programs for Children, Teens, and Adults. At this point in time, we are not planning any in-person programs with the idea of staying flexible.

The next normally scheduled meeting is on Thursday, April 8, 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.

Heather Karolus moved to adjourn the meeting with Rosa Gonzalez seconding. MCU. Meeting adjourned.

Respectfully submitted, Mary K. Murphy, Library Director