

**Eldora Public Library**  
**Board of Directors Meeting**  
**Tuesday, January 30, 2024 - 5 p.m.**

In Attendance: Emily Stoullil, Joan Grothoff, Jerry Trittlen, Betsy Kuecker, Bob Alpers, Joe Herring

Minutes and Bills were approved.

**Old Business**

- Joan was a part of the Hardin County librarians' letter to the editor. It was agreed it was well-written and a wise move. Statistics highlighting the use of the county library's was also included.
- Joan spoke with staff about absences and performance. Write up were included in appropriate files. It was communicated that per the city handbook a doctor note will be required for more than a three day absence.
- Duane Han will make the board book bins at no charge. Friends of the Library will pay for materials.
- Joan met with the finance committee on January 10. She has a positive experience, but has received no news.

**New Business**

- After school is overwhelming. Joan has talked to all kids and sent a note with parents. She has seen improvements.
- A \$1,500 grant was received from Church Women United.
- Joan again applied for a HCCEF grant for two book racks for light reads.
- Friends also purchased supplies for the STEM collection.
- Joan contacted the city works to see about closing in part of the library. They may be able to do that.

**Directors Report**

- Eight new cards were issued in January, but MANY, MANY checkouts were seen online.
- Total checkouts were 1,478
- Winter programming includes blind date with a book, 4H at after school once a month and third graders in the library once a month for STEM work.
- Joan attended a workshop on city policies and a continuing ed class on promoting the library.
- A patron sent a new American flag via Amazon
- The library was closed for weather on January 9, 12, 13. The library will be closed on Monday, Feb. 19
- The library will visit the elementary to be a part of World Read Aloud Day

- Joan will be gone February 15-17
- Book sale will be March 22-23.
- Two additional adult programs will be in March: Titanic and Rosie the Riveter.

The next meeting will be held on Tuesday, Feb. 27 at 5 p.m.

## **Eldora Public Library-Board of Directors Meeting**

**Tuesday, February 27, 2024- 5 pm**

In attendance: Emily Stoulil, Joan Grothoff, Jerry Trittlen, Bob Alpers, Kristin Gehrke, Jerry Kramer

Minutes and Bills were approved

### **Old Business**

- No new updates on finances/budget from city
- No final word yet on funding from supervisors for next fiscal year. Per conversation with supervisor Lance Granzow, no cuts at this time anticipated.
- Expectations have been expressed to after school kids and their parents both verbally and written. Going okay overall-have had individual conversations as needed.
- New book bins now in kids' area-Duane turned in bill for supplies for \$239 which Friends of the Library will pick up. Big thanks to Duane and Bill for donating their time and expertise!
- Friends will pay for a divider to close in book sale, ect items in back corner of the library.
- HOOPLA update-since 7/1 \$782 has been used. Usage is increasing as word gets out.

### **New Business**

- The following upcoming schedule changes were approved by the board:
  - Spring Break week (week of 3/11): M-F 9-5, Saturday 9-12.
  - Spring Hours (starting in April): Monday & Tuesday 9-5:30, Wednesday 9-6, Thursday & Friday 9-5, Saturday 9-12.
- Short discussion on Joan recently navigating staff hours and comp time. It is at her discretion to deem what counts as comp time per the city handbook. She makes decisions based off of what is necessary for the library to function.
- Joan and Tiffany are in need of new computers (laptops). Joan will consult with Nick to see what he suggests and will bring a request to our next board meeting after researching.
- Considering adding a mirror or cameras to the back corners of the library after recent concerns of theft. Joan will talk to Scott about looking into cameras.
- Marc Anderson recently talked to department heads about insurance. Joan will send out more info detailing value/worth of contents in the library.
- Joan alerted us of new weekly update newsletter put out by city. You may sign up via email.
- Wheels were recently purchased for tables in community room to reduce wear and tear on the flooring.
- A wall mount will be added for the AWE tablet on the counter in the teen room. Joan will have someone from the city help install it next week.
- New guidelines for probation officers using community room: out by 3 pm and will pause the use of the room for this purpose during summer reading (June and July).

### **Director's Report**

- 9 new cards issued; total check-outs at 1261 for the month.
- Perler bead day well attended-will make monthly event
- Joan and Tiffany read at elementary school for World Read A Loud Day

- Joan attended helpful webinar with continuing ed credits; Tiffany working hard on making kids area more user friendly. Community room has been great community resource with lots of use.
- Make and Take for spring break in lieu of programming as often a quieter week.
- Upcoming programs: Titanic (3/20), Linda McCann/Rosie Riveter (3/25)
- Book Sale 3/22 2-6 and 3/23 9-12.