

Minutes
Nobles County Library Board of Directors
Monday, April 12, 2021

- **The following board members were in attendance at the library:** Kathy Craun, Charlene Wintz and Mary Ingenthron
- **Attending via Zoom:** Andrea Duarte- Alonso and County Commissioner Gene Metz
- **Present library staff:** Library Director David Bradford and Office Support Marci Moshier
- **Absent:** Peg Faber

Call to Order:

Charlene Wintz called the meeting to order at 4:01 p.m.

Additions to Agenda:

None.

M/S/P: Craun/Ingenthron

Public Comment:

None.

Approval of Minutes:

The board reviewed the minutes from the March 8, 2021 board meeting.

M/S/P: Ingenthron/Craun

Reports:

Financial:

David Bradford informs the board that the Catholic Charities Grant from last year has been closed out; he can provide a copy to the board members of what the money was spent on. David lists some of the items that were purchased; the new kid's computer, patron counter for Adrian, bought replacement juvenile non-fiction books and a portable book cart for Adrian. He adds that it was great help to have that grant.

M/S/P: Craun/Ingenthron

Claims:

The March 2021 claims were reviewed. David Bradford comments more Sci.Fi. books have been bought and Kathy Craun adds that there wasn't a quorum at the last Friends of the Library meeting, but it was tentatively passed by those present to help pay for those Sci. Fi. books.

M/S/P: Ingenthron/Craun

Circulation:

The board reviewed the circulation reports for March 2021. David Bradford notes that there has been new adjustments for tabulating the stats each month and that it's assembled to help provide better numbers. David also adds that this spreadsheet will keep the interlibrary loans separate, which is separate from in-house circulation on the State of Minnesota annual report.

PCLS Report:

Mary Ingenthron updates that at the Plum Creek meeting, Michele from Marshall recommended to put the manager position on hold, as they're hoping to receive money from the State. Gene Metz adds that the extra funding is still alive in the legislature. Gene asks how delivery has been – David replies that it hasn't been good. He adds that delivery is supposed to be picked up tomorrow but the last time it was picked up was last Tuesday. David comments that it has been irregular and people are wondering where their books are. Mary Ingenthron voices that she realizes it's frustrating, but one delivery driver got hurt and then the other driver quit, adding that these circumstances are unusual but they're working hard to fill in those spots.

Old Business:

- **Community Assessment and Steering Committee Update**
 - David Bradford updates the board that last Monday was the kickoff meeting. David adds that at the end of the meeting it was asked what the main issue is for the library and that there was a variety of answers. David continues that there were eleven people in the meeting and that he has a list of the names. David states the community survey and a staff survey will be coming out soon but based on comments at the kickoff meeting, he questions what percentage of people will look at it? Kathy Craun voiced at the kickoff meeting and restated again, that 75 people might look at it and 30 might respond; basically it will go into the recycling. Kathy continues that this has been tried before and it doesn't work. Mary Ingenthron and Charlene Wintz ask if there are other goals yet and Kathy Craun answers that they are not there yet. David hopes there is more to update on next month and also adds that the good part of this is finding out the things that don't dawn on us or things that we are barely aware of.
- **Plum Creek Policy on "Lost & Damaged Items for Interlibrary Loan" Update**
 - David Bradford updates the board that this will be discussed at the Advisory Council meeting this week to review it. He comments that he has a few things to discuss, such as address that there is nothing about books loaned out to other libraries and not getting them back, as well as that non-residents used to be priced high and now they're low, which needs to be reviewed. Charlene Wintz asks if we're the biggest lender, to which David responds that Worthington is close to the top but have gone down the list a little bit and that Adrian is near the bottom. David continues that our patrons don't borrow as many books as other libraries do.
- **Minnesota State Parks Library Program Update**
 - David Bradford states that he applied for this program but didn't hear anything back.
- **Minnesota Public Library Annual Report Update**
 - David Bradford states that stats are down but that some of the numbers aren't as bad as he thought they were. He adds that the digital stats are correct, website visits are now reported and that the annual report has been submitted. David comments that it's hard to tell because 2020 was an odd year but that a lot of the stats have been going downhill for years and the population is flat.
- **Summer Page Update**
 - David Bradford updates the board that twelve people applied for the Summer Page position and that six of them will be interviewed next Tuesday, with Jackie VanHorsen also in on the interviews.

New Business:

- **Donations**
 - David Bradford notifies the board that there were two donations for Adrian:
 - **1.) Bill Mahoney - \$28.00**
 - *BE IT RESOLVED by the NOBLES COUNTY LIBRARY GOVERNING BOARD that the Nobles County Library does hereby graciously accept the donation of \$28.00 from Bill Mahoney and further, that the Board does hereby extend its sincere gratitude for the donation. WHEREUPON the above resolution was adopted at the Nobles County Library Board meeting this April 12, 2021.*
 - **2.) Jean Meester - \$20.00**
 - *BE IT RESOLVED by the NOBLES COUNTY LIBRARY GOVERNING BOARD that the Nobles County Library does hereby graciously accept the donation of \$20.00 from Jean Meester and further, that the Board does hereby extend its sincere gratitude for the donation. WHEREUPON the above resolution was adopted at the Nobles County Library Board meeting this April 12, 2021.*
 - David adds that a thank you was received from the Nobles County Historical Society. An Adrian resident donated old yearbooks to the Adrian Library. The yearbooks that were duplicates were then donated to the Nobles County Historical Society. The mural that used to be in the Children's Room and in the Conference Room downstairs was also donated to the Nobles County Historical Society.

Other:

- **Winter Reading Program**
 - David Bradford comments that the program went well and that he wasn't sure how it would go this year. Adrian had 59 cards completed; 46 were women and 13 were men. Worthington had 78 cards completed; 72 were women and 6 men. There was a grand prize drawing and three extra tote bags given out as well.
- **Spring Book Sale: April 19th – 24th**
 - David Bradford reminds the board that the Book Sale will be next week and that the staff will be setting it up on Friday. The sale starts next Monday and goes through Saturday. After the book sale here, some of the books will go to Adrian and set up as a book sale, when the city-wide rummage sale is going on.
- **Children's Programming – Easter Parties**
 - David Bradford reports that there were six parties in two days and that 160 attended. He adds that some parents stayed for the parties as well.
- **Other**
 - David Bradford adds some other upcoming events:
 - June 28th: Polka program for kids
 - July: Treasure Village – not finalized yet and will be a limited capacity
 - Movie night – no date yet but will be out on the grass by the employee parking lot
 - September – Pamela Nowak – adult program speaker

Adjournment:

Charlene Wintz adjourns the meeting.

M/S/P: Craun/Ingenthron

Next Meeting:

Monday, May 10, 2021 at 4:00 p.m. in the library's workroom or via Zoom.

Respectfully submitted, Marci Moshier, Office Support