



Library Board Meeting Minutes

July 08, 2021

Chairperson:	Vacant
Board Members:	Jayne Detering, Desri Hansen and Anita McClure
Meeting Location:	Harrisburg Municipal Center @ 354 Smith St.
Staff Present:	Library Supervisor Lori Ross and Librarians Cheryl Spangler and Amanda Pelkey

CALL TO ORDER AND ROLL CALL at 6:04PM

CONCERNED CITIZEN(S) IN THE AUDIENCE. None were present.

APPROVAL OF MINUTES

MOTION:

- Detering **motioned to approve the minutes, seconded by McClure and the Library Board voted unanimously to approve the minutes of March 11 and April 1, 2021, meetings.**

THE MATTER OF DISCUSSING 2021 LIBRARY PROGRAMS

STAFF REPORT: Ross started off by informing the Board, that we are able to start Library Programs once again. She summarized the virtual programs that are now available which included the Magic Tails programs and the Marty Pants program. She explained that Marty Pants was a virtual program available all month through Facebook. During the program, the author Mark Parisi, talks about why he became a cartoonist, reads portions of the book and offers step by step instructions on creating comic book characters. Ross mentioned the magic hat goodie bags which included, two reading logs, which can be redeemed for two \$5.00 Barnes and Noble gift cards, a drawing pad, colored pencils, a magic bunny, and magic tricks are now available. Hansen stated that she thought the hats were adorable and her kids loved them.

- Hansen asked about having the Marty Pants program in the Municipal Center like we had talked about before. Ross answered, originally that was what we wanted to do. Without knowing what to expect with Covid, we didn't plan anything. She stated that if we wanted to do it now, we could do it during the Storytime program.

- Ross asked when we wanted to start programs again. Hansen stated that she has plans this summer and Spangler stated that August is usually a slow time in the Library due to everyone getting ready to go back to school.
- Spangler and Hansen agreed that maybe we should start in September, maybe the 2nd Friday.
- Ross asked if we want the two Story Time programs to be separate, like they were previously or combine them? Pelkey and Hansen thought that it was both ages, baby's and toddlers that stayed for both programs and Hansen said she would rather just have one. Pelkey mentioned that her mother-in-law has signed up to be a volunteer, and she would love to help Hansen with the program. Pelkey stated that she would give Hansen her contact information to work on the program. Ross said that she would get ahold of L. Pelkey about orientation.
- Ross asked what time they would like to hold the programs, and Pelkey, Spangler and Hansen agreed 10am to 11am.
- Hansen stated that she would like to have a craft item for the kids. Ross asked her to look into what items are needed and to send her the link to have the items ordered. Spangler suggested, Oriental Trading.
- Ross asked about Lego Club. Pelkey suggested not starting it back up on Saturdays because of room. Ross stated that the Library is currently at full capacity so it wouldn't affect the program. Pelkey mentioned having it on Thursdays or at a time when both Spangler and herself are working. Spangler mentioned that D & D group is wanting to start again on Thursdays and said that an adult group was wanting to follow their time slot. Ross mentioned 4pm to 5:30pm in case they ran over and starting the adult program at 6pm until 7:30pm.
- Pelkey commented that there was plenty of time to do both Story Time and Lego Club on Friday, but she thought it would be too much for the moms to do both.
- Ross asked if we still had the same youth volunteer for D & D? Spangler said she would need to find out. Ross also asked Spangler to find out when they want to start it and also asked about the adult version. Spangler stated that S. Hansen, who is a volunteer, said she would like to help with program. Spangler will get in touch with her.
- Pelkey said that we can just keep Lego Club on Saturdays and Story Time on Fridays. Spangler asked about how many kids come to Lego Club and Pelkey answered around six kids or so. Spangler mentioned having it on the purple rug in the Library. Pelkey asked what time the program ran. Ross answered it was at 11am and asked when Pelkey wanted to start it. Pelkey responded in September and to hold it on the 2nd and 4th Saturdays.
- Ross asked about McClure's program and what she wanted to call it. McClure said to call it Caregivers Support Group. Keep it simple. She would also like to keep it open for all ages as it doesn't matter, all problems are the same. Ross asked what time and Spangler and McClure agreed to 1pm-2pm. Spangler said she would be helping with the program and would adjust her schedule accordingly on those days. Spangler suggested the 2nd and 4th Friday of the months. Ross mentioned that we still need materials for the program. Spangler suggested getting everyone a journal and having materials available for checkout. McClure suggested having list of books available for checkout as well. Ross asked about how many attendees she thought we would have. McClure answered about a dozen. McClure and Spangler said they would like to start the program on the 13th of August. McClure stated we could use some coffee, maybe a snack and tissue. Spangler asked how many tables we needed to have out. McClure asked to have four tables put together in

the shape of a square. McClure also asked about making flyers. Ross asked if she had anything that she wanted to put in. Spangler told McClure to get together with her and they can discuss it.

- McClure asked about having a sidewalk art competition. Ross said that she would need to look into it with Scholz. McClure said it would have to be soon because of the weather.

THE MATTER OF NOMINATING A PRO-TEM CHAIRPERSON TO THE LIBRARY BOARD:

STAFF REPORT: Hansen asked what the responsibility of the Pro-Tem were. Ross answered that they would be a lead for the meetings, opening and closing, taking attendance and providing guidance when needed. Ross stated if someone didn't feel comfortable reading the agenda or staff reports, then she could do it. This will be a temporary position until we can appoint a permanent Chairperson which will probably take place once our Board is full again. Hansen stated that she would be willing to do it.

- Detering then motioned to nominate Hansen to be the Library Pro-Tem Chairperson until a permanent chair can be appointed and was seconded by McClure. The Library Board then voted unanimously.

THE MATTER OF FILLING A LIBRARY BOARD VACANCY:

STAFF REPORT: Ross summarized the submitted application from applicant, Christensen and the Board agreed she would be a good fit.

- Hansen motioned to recommend that the City Council appoint Angela Christensen to the term ending June 30, 2025, at the July City Council Meeting.

OTHER:

- Ross reminded the Board, that the Library has entered their "Fine Free Trial Period". Hansen asked what information we needed to keep track of for the City Council. Ross responded that we should be keeping track of the number of fines forgive at the start of the program, the number of lost materials that have been paid for, the average loan duration, number of patrons visiting the Library and the amount of lost materials at the end of the program compared to start.
- Ross also reminded the Board that the Library is now offering E-Books through the Libby app and Rocket Languages.
- Ross also informed the Board that \$247.00 was made at the Library Book Sale on the 4th of July!

ADJOURN at 6:50pm.