

Rolfe Public Library Board Meeting ~~May 19~~ June 3, 2021

Board Members Present: Nancy, Sherri, Sandy

Librarian(s): Amy

Other(s): Frankie

Nancy called the meeting to order.

Board reviewed minutes from previous meeting. Sherri motioned to approve the minutes and Sandy seconded it. Motion carried.

Board reviewed the monthly Librarian's Report. Sherri motion to approve the Librarian's Report and Sandy seconded it. Motion carried.

Librarian's Report:

- 290 People visited the Library
- 101 print, 73 non-print
- 9 Rolfe requests to SILO, and 7 SILO requests to Rolfe
- 11 Meetings
- BRIDGES: 32 Audio, 11 eBooks, 6 magazines

Business:

- Library Director Position – Casandra has stepped down from the position of Library Director. The open Library Director position will be posted for two (2) weeks. Applications must be submitted by June 18th. Must be posted at City Hall, Post Office, Bank, Heartland and library website. Casandra will continue to hold the position of Children's Librarian.
- New Board Member – Sandy moved to submit Franny "Frankie" Pollard-Barnett to City Council as our new board member. Sherri seconded. Motion carried.
- Friends of the Library – Friend of the Library will be doing Rolls and Coffee for Greater Rolfe Days. Amy will contact them to see if they would like the Board to contribute to the Rolls and Coffee.
- Children's Programming – Children's Story Time is on hiatus due to Amy focusing more on the Summer Reading Program. There will be a 4 day program, plus a few weeks of children reporting on books read for a chance to win prizes. Amy is also trying out a Teen/Tween Book Club. The Teens/Tweens will be given a book to read over the summer and either gather for a book discussion or submit a "book review" to win prizes. Possibly starting a game night which could include games such as Pandemic or Ticket to Ride (tabletop games) or others which can be played with a tabletop simulator in a virtual group, or Among Us (a virtual game). Amy will try to see if any teens are interested in this kind of program.
- ELS Grant – Amy has found and explained the possible use for different language courses online. Nancy suggested interactions in person and that this person could be paid with the grant money. Amy will speak with Casandra about

these plans or if Casandra has other ideas, since she was the one who wrote the grant. If we decide not to enact on any of these plans, the funds will be returned.

- Bette Brinkman Memorial – Bette’s memorial will be held on Saturday, August 14th at the Community Center from 10 AM – 12 PM with 10:30 AM as the sharing time. Amy will create a short slide presentation illustrating how we used Bette’s memorial money for the Summer Reading Program, as the family requested.
- Policy
 - Hours
 - The board will revisit this policy after a new director has been hired.
 - Services
 - II.B. – should read Friday to Monday
 - III.A.b. – Not using as much due to IA Shares delivering for free. Change to if IA Shares cannot deliver item, postage will be charged to the patron.
 - III.A.e. – Omit the word “their”
 - III.A.g. – Add to loan “fee” if applicable, not when picked up.
 - IV.A & B. – Fines are no longer being charged, so omit these two points.
 - V. Equipment Use – Point A. should reference the Computer Use and Internet Access Policy (pg 8) and the Electronic Devices Procedures Policy (pg 10). Then re-letter the rest of the points.
 - V.B.b.1. – Delete this point. Keep and renumber the rest.
 - V.D. and H. – We do still have these available for patrons.
 - Volunteer Policy needs to be added to the Policies available on the website.
 - Policies to be reviewed at next meeting are: Board of Trustees, Personnel, Job Descriptions, Collection Development, Confidentiality of Library Records, Intellectual Freedom, Homebound Delivery Policy, and Request for Reconsideration of Library Material (page 11-22)
- Five-Year Plan – Bonnie will meet with us sometime in July. Amy will get a list of about 4 dates from Bonnie that would work well for her and the Board will decide by email which date works best.

Sherri motioned for meeting to be adjourned, Sandy seconded. Motion carried. Next meeting June 16, 2021 at 5:00 PM.

Monday Morning Eye Opener - 1 in April, 3 in May.