

***Board of Trustees Minutes
Two Harbors Public Library
Tuesday, April 6, 2021
5:00 P.M.***

The virtual meeting of the Board of Trustees, Two Harbors Public Library, was called to order during National Library Week by President Dean Paron at 5:00 on Tuesday, April 6, for the regularly scheduled first Tuesday of the month. As the Presiding Officer, Dean read the official script for a meeting being held by conference call in response to the COVID-19 emergency. By Roll Call the following members were determined present: Michelle Golden, Amanda Houle, Karen Johnson, Sharon Lind, Dean Paron, Jackie Rennwald, Patty Tofte, John Weidner, Joel Zinski and Library Director, Katie Sundstrom. Board member absent: Tina Linn. Also present were Jan O'Donnell representing the Friends of the Library, Lenore Johnson, our Regional ALS representative, and an interested community member, Davin Pekkala.

Appearances: Jan O'Donnell started us out by asking the Board to get involved with the problem solving that the Friends have been wrestling with regarding the space available vs the space required to store books in between Book Sales. The Book Sales have been a great source of income for how the FOL support the Library. Of course there have been no sales during this Pandemic time. A recent tour of the Library by the Building Committee determined that we need to unclutter some of the space for safety concerns. The Friends are looking for problem solving partners and ideas of next steps. Jan and the FOL were thanked for their time and dedication to all that they do to support the Library. We continued the discussion during New Business.

The **Minutes** of the previous meeting of March 2, 2021 were presented. Hearing no additions, changes, or corrections President Dean declared them approved as written.

The **Bills** for March 2021 were presented. Mic moved and Sharon seconded that we accept the Bills. Yea: Mic, Amanda, Karen, Sharon, Dean, Jackie, Patty, John, Joel. Nay: none. Motion carried.

The **Financial Report** for year-to-date through March 2021 was presented to the board for approval. John moved and Jackie seconded that the report be accepted as presented and placed on file. Yea: Mic, Amanda, Karen, Sharon, Dean, Jackie, Patty, John, Joel. Nay: none. Motion carried.

The **Librarian's Report** for March 2021 was presented to the board. During this time Katie explained how NESC (Northeast Service Cooperative) through ALS will help to boost the wireless network. Yea: Mic, Amanda, Karen, Sharon, Dean, Jackie, Patty, John, Joel. Nay: none. Motion carried.

Committees:

Finance Committee:

Building Committee:

Art Committee:

Two Harbors Public Library Fund Committee: The Friends of the Library will be meeting in April and may then have a plan for going forward with this group.

Personnel Committee:

Old Business:

- RFQ for ALS Artwork Legacy Grant has been widely circulated. The deadline is April 16. This has been re-advertised.

New Business:

- We reviewed the THPL 2020 Fund Statement provided by the Duluth Superior Area Community Foundation. We discovered that we are about half way to our initial goal of \$25,000 required to become official so looking forward to vigorously fund raising in the future.
- We reviewed the ALS Early Literacy Initiative Sub-Committee Recommendations. This group had met to discuss promoting a region-wide initiative to help get kids and families fine-free and ready for summer reading.
 - It was moved by Mic/John to implement a free card replacement of three per year which would require a policy change. Yea: Mic, Amanda, Karen, Sharon, Dean, Jackie, Patty, John, Joel. Nay: none. Motion carried.
 - Regarding Lost and Damaged fees, this decision was tabled until research of successful Read-Down programs could be done. This takes into account whether materials are children's materials or adult materials borrowed with children's cards. We are committed to the fewer barriers, the better for the sake of the young readers.
- During an extensive discussion of the **Likely Future Steps Towards a New Normal** we looked at the progression of current toward normal in several different categories with notes on who is responsible for the decision, depending on whether it is state or city mandated or more locally decided.
 - It was moved by Amanda/Jackie that returned materials would be quarantined overnight. Yea: Mic, Amanda, Karen, Sharon, Dean, Jackie, Patty, John, Joel. Nay: none. Motion carried.
 - It was moved by Mic/Jackie that all periodicals, newspapers and mail be put out on the day received. Yea: Mic, Amanda, Karen, Sharon, Dean, Jackie, Patty, John, Joel. Nay: none. Motion carried.
 - Jackie then especially commended the staff for their efforts to keep the fortress running smoothly and safely during these challenging times.
- During the discussion of next steps for supporting the FOL with their request, it was decided that after the Board has had a tour of the non-public spaces in question, an ad hoc group will explore possibilities. They will make recommendations to the board to then discuss with the FOL. This was moved by Dean/John. Yea: Mic, Amanda, Karen, Sharon, Dean, Jackie, Patty, John, Joel. Nay: none. Motion carried. Katie will send out a Doodle Poll to set up the tour.

The next regular meeting will be Tuesday, May 4, 2021, 5:00 pm.
The next Annual meeting will be immediately following the regular meeting.

The meeting was adjourned per Karen/Jackie. Nay: none. Motion carried.

Respectfully submitted,

Patricia Tofte, Secretary