North Liberty Board of Trustees Meeting
Virtual Meeting

DATE: April 19, 2021 6:30 P.M.

PRESENT: Heidi Wood, Chris Mangrich, Laura Hefley, Mike Healy, Scott Clemons, Jessica Beck, Library Director Jennie Garner, Collection Development Librarian Andrew Frisbie

ABSENT:

Call to Order (L. Hefley)

1) Additions/Changes to the Agenda
   a) None
2) Public Comment
   a) None
3) Approval of the Minutes
   a) S. Clemons to remove 'Participated in' from (1)(a)
   b) March meeting minutes as amended above motion to approve by M. Healy; second S. Clemons; approved by voice vote
4) Reports
   a) Staff Introduction
      i) Collection Development Librarian Andrew Frisbie
         (1) Checkouts over last 12 months
            (a) Increase in primary content – perhaps due to curated selections
         (2) Circulation numbers follow COVID restrictions and lag last year by about 40%
         (3) cloudLibrary phone app card/account management with digital content launch 3/1
            (a) Similar to Digital Johnson County/Overdrive, but content shared with new set of subscriber libraries
         (4) Increase in Kanopy viewership invoices covered by decrease in DVD purchases
         (5) Demand Modeling
            (a) Using patron usage statistics to inform collection development.
            (b) Target – Reader Availability between .70 and .90 within each rhizome (category) where availability is determined by idleness on shelf, circulations, current status, and other statistics.
            (c) State reporting shows consistent management of collection over last year
   b) Budget
      i) At 67.59% against 75% average
      ii) Going forward financial information presented to Trustees with new software reporting

c) Director
    i) Three new library assistants started – fully staffed
    ii) A collaborative position, “Outreach & Equity Coordinator” under Communications Department hoped to be hired later this year
    iii) Reopening plan should complement area libraries and Recreation Center with hours posted online
    iv) Lighthouse in Library event was very well received
    v) Endowment over $54,000
    vi) Rotary Club Coralville-North Corridor president considering a grant project focusing on our Family Place Libraries initiative programming

5) Policy Review
    a) Motion to approve Proctoring Policy by L. Hefley; second J. Beck; approved by voice vote
    b) Motion to approve Volunteer Policy by M. Healy; second L. Hefley; approved by voice vote
6) Old Business
    a) None
7) New Business
    a) None

Adjourn

Motion to adjourn by L. Hefley

NEXT MEETING DATE: May 17, 2021 at 6:30 P.M.

Meeting minutes recorded by S. Clemons