

**Eager Free Public Library  
Board of Trustees Meeting  
Meeting Minutes from November 24, 2020**

**1. Call To Order**

President Eloise Eager called the meeting to order at 5:30 p.m. Trustees present: Eager, Wally Shannon, Susan Kruser, Sharon Cybart, Gwen Clendenning, Mandi Firgens, Vicki Lecy-Luebke

Also present: Library Director Megan Kloeckner

**2. Approval of October Regular Meeting Minutes**

Shannon moved to approve the October 27 minutes with a slight correction; Firgens seconded the motion. All approved (Kruser abstaining); motion carried.

**3. Public Comment**

None

**4. November Bills**

Kruser moved to accept the bills as presented; Clendenning seconded the motion.

Roll call: Ayes—Eager, Shannon, Cybart, Firgens, Lecy-Luebke, Clendenning, Kruser. Motion carried.

**5. Librarian's Report**

Kloeckner thanked the Board for the gifts of appreciation given to the staff. Firgens took care of the details and added some delicious Christmas cookies as well. Kloeckner provided the Board with the "November Report" which documented statistics for circulation and technology usage. Items lent to SHARE libraries increased by 2.82%, as compared to those of October 2019. Circulation is 32.42% less than October 2019. Computer usage increased this month by 78.26%, as compared to last month; however, year-to-date comparison indicates it is down 70.27%. Programming statistics remain unclear since DPI has not indicated what virtual programs qualify. Kloeckner reported that Take Home kits continue to be popular with adults. She also reported on the Story Walk that is being set up on Main Street. Library Assistant Director Alison O'Brien coordinated this activity with various businesses; the book being featured is The Polar Express. Kloeckner also provided the Board with a detailed expenditure report prior to the meeting.

**6. Treasurer's Report**

Clendenning provided an update on accounts, including the expansion payments.

**7. ALS Board Report**

Eager reported no news.

## **8. Old Business**

### a. Expansion

Donor signs are up and nearly completed. Eager noted a few more things on signage need to get done.

### b. Steps for Reopening

City Hall posted no timeline for reopening to the public; the library has moved back to curbside pickup, probably until the end of the year.

### c. 2021 Budget

Kloeckner said this was approved on the City's website.

### d. Strategic Plan

Kloeckner reported that this process has begun. On December 18 the meeting will focus on data collection. Several videos have been forwarded to the committee in preparation for the meeting. Committee members: Kloeckner, O'Brien, Eager, Lecy-Luebke

## **9. New Business**

Shannon moved to accept the Collection Development Policy with a noted focus on the Mission Statement; Firgens seconded the motion. All approved. Motion carried.

## **10. Adjourn**

Kruser moved to adjourn the meeting; Cybart seconded the motion. Motion carried. Meeting adjourned at 5:58 p.m.

*Next meeting: December 29, 2020*

*Minutes by: Trustee Lecy-Luebke*

**Note: Minutes of the Library Board of Trustees are not official until approved by the Library Board of Trustees at a meeting called and noticed for that purpose.**