

**Library Board of Trustees Meeting
December 18, 2019**

The Knoxville Public Library Board of Trustees met at the library on Wednesday, December 18, 2019 at 8:15 a.m. Members present were Jean McKay, Pat Wilson, Mary Lane, Harv Sprafka, and Scott Ziller. Dave Garcia and Bob Leonard were absent.

The meeting was called to order by Pat Wilson. Mary Lane moved, Harv Sprafka seconded to approve the minutes of the November 20, 2019 meeting as mailed. Motion passed unanimously.

There was no correspondence that required board action. Several Christmas cards had been sent to the library.

Roslin gave the librarian's report for November 2019. Total circulation was 3,515 printed materials, 1,241 non-print materials, while electronic materials (Bridges and Freegal) numbered 681 items. Computer usage was 794. The meeting room usage and outreach service had a total attendance of 1,008. Monthly visits to the schools are very successful and bring library services "home" to the kids. Biweekly delivery to homebound patrons is also very successful and a vital expansion of library services. Total number of visits for November was 2,808.

Roslin reported on the calendar of events. Special programs are planned during the school break such as Lego Hour, a cookie and gingerbread decorating program, and Game Day. Chess Club will resume in January.

The elevator problem has been ongoing, but KONE has finally scheduled some days to come for updates. The contract for the work was signed in July and waiting for parts and technicians to arrive has been frustrating. Roslin thanked Jean and Scott for helping plan for the FY2021 budget. Marion County Librarians are planning for a collective budget, as well as a county-wide trustee training. The public will be invited to give input for the mural in the children's room upstairs in January.

Under Media Strategy Plan, Roslin said she will reach out to the radio and newspaper, as well as several organizations and individuals regarding library events. Programs will be posted to Facebook. Flyers promoting events have been printed and posted. An exhibit from the Iowa Center for the Book is currently on display until mid-January. The public can request a time for more hands-on interaction with the items about the history of the book.

Scott Ziller moved, Harv Sprafka seconded that the financial report for November be approved. Motion was unanimous. Jean McKay moved, Mary Lane seconded the city trust report for November be accepted. Motion was unanimous. Mary Lane moved, Scott Ziller seconded the approval for payment of bills for December. Motion passed unanimously, and a copy is attached to the minutes.

There being no further business, the meeting was adjourned. The next regular meeting will be held Wednesday, January 15, 2020 at 8:15 AM at the Knoxville Public Library.

Roslin Thompson, secretary