

Gibson Memorial Library Board of Trustees
Meeting Minutes
Monday, May 1st, 2023

- I. Call to order: President Ann Coulter called the meeting to order at 5:15 pm
- II. Roll call:

Board members present: Steve Chamberlain, Ann Coulter, Cindy Gomis, Tessa Hull, Connie Maxson, Cindy Gomis, Ellie Starlin & Angel Sorden.

City Council Liaison: Josh Thompson
Library Director: Gabriel Chrisman
CNA Representative: Erin Henze

- III. Adoption of Agenda:

Motion to approve the agenda by Cindy Gomis, seconded by Angel Sorden.
Motion carried.

- IV. Public Forum- No public comment

- V. Approval of Minutes

Motion to approve the minutes from April 3rd, 2023 minutes with corrections by Connie Maxson, seconded by Cindy Gomis. Motion carried.

- VI. Finance Report:

A. Bills- Several for this month. A bill from the plumbers for a leak. This bill is from last July that had fallen through the cracks. It has been paid now. No further plumbing issues. All of the other bills are standard. The community seems happy with the number of books that have been purchased. Money coming in from the contracted services. Lorimor was one contract missing and did have a question from the City asking about it. 3 year contracts usually. Gabriel asked Lorimor to get in touch with the county auditor to determine the property value which is how the amount is determined for the contract. Lorimor also had the question of; what do they get contracting with the Library. The library provides the services for them such as Libby and other services. Gabriel is planning on doing more outreach so the smaller communities are aware of what the contracts provide them.

VII. Director and Circulation Report: Circulation is a bit down probably due to the nice weather. The trend is looking good otherwise. Computer use is up since last year, with average 50 minute sessions. Library visits have dipped a little bit as well. Steady usage of Overdrive. We'll focus on Ebooks more with an upcoming program about Libby. A new option for free programs reaching out to seniors. A nurse who does home care will share. Reservations for meeting space are increasing. Few days of very busy events. 108 for egg hunt. Larger story time and more frequent flyers. Good attendance for movie night. Monday was a better time for it. Continuing to work on more programming, more tech programs and tech help are most important. One on one tech as a scheduled option. Computer basics and scams and phishing online are two upcoming programs. Summer reading is coming up so there are several programs scheduled. A dozen or more in attendance per program which is nice.

VIII. Unfinished Business:

Open Board Positions: Nothing has been heard from the women interested in a board position. Also notified past board members that they may apply again. A few gentlemen have been asked but were not interested.

Update Pavilion Plan: From Clarinda their pavilion was actually a prefab kit from Oregon. In 2016 looking at a materials and onsite building was higher than a kit and shipping from Oregon and using a local contractor was cheaper. We would leave off roofing and stone to match ours once here. Cost for us now in 2023 would be \$80,000 and \$100,000 for the kit. Then looking and asking the contractor. Would there be a possibility of the city putting the pavilion kit together since they are doing the concrete. Gabriel will reach out and ask the City if this is possible. The size of Clarinda 25 x 45 ft. We could definitely use those dimensions as well. Gabriel is hopeful it will be possible to complete it this summer. Ann suggested maybe reaching out to the College Carpentry students or high school carpentry students. Also reach out to SWCC for the electrical aspect. Gabriel will research some more.

IX. New Business:

Social Media Archiving: Public record laws in Iowa that were before social media. They have now been rewritten for social media. They now are public record. Which means the library has to maintain and keep them on

file. There will be no record of these things with social media because all things can be deleted or removed. This is an issue when people get vocal on social media. The library does not preserve the records and it could be an issue if something was getting a lot of comments. With lots of posts we could screenshot but the library this is an issue with retention. A question was asked of what does the city do? These are nightmare scenarios but they are trying to sell a product to archive this for us. Gabriel has a hard time justifying the expenditure to taxpayers. For those that do large scale social media but for us it doesn't necessarily make sense. What instances would we need this for? Two major things: one someone can make a freedom of information act request, for example a book banning post. This happens and gets us attention then someone from the paper or advocacy group requests this information. Only posts on the library page and all comments attached to post are of public record. Something as simple as the list of new books and they pick a book out for it being offensive. The length of time required for retention is 7 years. Several libraries are doing this for larger libraries. It is a drop in the hat for them but for us it is a huge expense. We choose what social media that we do. We are on 3 youtube, instagram, and Facebook. Getting rid of social media is an option for us, it is not a feasible one. Gabriel is unsure of what the answer is for this but the expense is too much. The board feels this should be more of a discussion with the city. What would their stance on this be? Gabriel will talk and discuss with the City where they stand with this issue their plans and knowledge. Gabriel feels that they are being mindful of posting and posting positive items to prevent issues.

Card Registration Policy: Gabriel was thinking there were only a few minor changes. Changes to inactive accounts will be deleted after 5 years. The other is to check out if someone forgets their card then you could use their photo id to look up the account. Poor customer service to turn them away or make them purchase a new card. People who are having issues keeping track of cards are those with lots going on and the library should be an added issue. Staff objected to the id. The card is a sense of responsibility. It creates a bottleneck at check out and not everyone has a photo id. We aren't taking their word for it; they will provide some identification. The responsibility of the library is to provide a service not teaching responsibility to keep track of cards. It does create a little more work. Try to set up a second check if need be. This won't be published out in public but just in our policy. We want users to use the library. Verbally given the number is an issue due to accountability. The new policy wording

allows this change. If they produce an image on their phone will we take that. Erin questioned if it is a young person without a photo id what are the options. The parent would then produce an id if they are with the child if no parent is there the child will provide one book to them. It was a one book policy with no card. Do we want to do a one book policy? Motion to approve library card policy as written by Connie Maxson. Cindy Gomis second. Motion carried.

X. Adjournment

Meeting adjourned by President Ann Coulter.

XI. Next meeting: Monday, June 5, 2023 at 5:15 pm

Submitted by:

Tessa Hull- Gibson Memorial Library Board Secretary