

Board of Trustees Meeting March 10, 2025

The Knoxville Public Library Board of Trustees met at the library at 6:00 PM Monday, Mar. 10, 2025. Members present were Lindsey Carlson, Elly Shaw, John Mertz, Erin McBride, Dave Garcia, and Jan Evans. Laura Kendrick was absent. Staff present were Roslin Thompson, Ashley Miller, Holly Shelford, and Connie Davids.

The meeting was called to order by Lindsey Carlson. Under Public Comment, Elaine Jordan said she used the library often and appreciated the staff and board very much. McBride moved, Garcia seconded to approve the minutes of the February 10, 2025 meeting as mailed. Motion passed unanimously.

Roslin gave the monthly report for February. Total circulation was 3,629 physical items and 1,765 downloadable items. There were 519 uses of public access computers and 920 Wi-Fi access. Total visits were 1,422, but Roslin reported that a new door counter was needed because the count is inaccurate. When 3 people walk in a line, the counter registers it as one. The laser does not measure reliably or accurately when patrons walk by and when they use the first door into the Weiler Room, they bypass the counter.

The library had 24 programs during February with 776 participants. Additional programming is planned during spring break. Other programs for March are trivia, DIY, story times, book club discussions, Open Book (Humanities Iowa), dementia, and jigsaw puzzle competitions. The Friends of the Library will have its book sale April 10 – 12. Plans are being made for the Summer Reading Program.

Two new web servers arrived from TLC (The Library Corporation) that will be deployed in the next few months. The Adventure Pass program has been on hold since December and there is a group of librarians working with the new vendor to have it up and running again. Patrons appreciate the access to the Blank Park Zoo, Botanical Center, and Science Center very much. Staff will also look into vendors and bids for a new door counter.

Under Media Strategy Plan, the staff will promote events in April. National Library Week is April 6 - 12 and a press release will be sent out to media outlets. A proclamation will be prepared for reading at the city council meeting on April 7 by Mayor Hatch.

Garcia moved; Shaw seconded that the financial report for January be approved. Motion was unanimous. Evans moved; Mertz seconded the city trust report for January be accepted. Motion was unanimous. Shaw moved; Garcia seconded that the financial report for February be approved. Motion was unanimous. Garcia moved; Shaw seconded the city trust report for February be accepted. Motion was unanimous. Mertz moved; Evans seconded the approval for payment of bills for March. Motion passed unanimously, and a copy is attached to the minutes.

Under New Business, the board had the first reading of a Volunteer Policy. The second reading will be next month with some amendments. Copies of the Strategic Plan 2023 – 2026 were handed out for a review. Several ideas were shared about seeking input from the community. The board will continue to review and plan this year. As the new director starts in early April, the board will have a goal-setting session with Ashley. One of her goals is to involve and engage more teens in the library.

The board discussed setting a meeting schedule with city administration to keep communication open and transparent between the two entities. Budget planning season in December was suggested as timely and appropriate.

There being no further business, the meeting was adjourned at 8:00 p.m. The next regular meeting is scheduled for Monday, April 14, 2025 at 5:00 PM at the Knoxville Public Library.

Roslin Thompson,
Secretary