

## **Alta Library MINUTES FROM June 17, 2021, MEETING BELOW:**

1. Call to Order by Jeri Kolpin @ 5:23 pm
2. Roll call for quorum - A quorum was present by conference call or in person. Absent: Anne Iehl, Anna Garcia. Director present. Elizabeth Snyder present as an interested citizen.
3. Approve Agenda: Gretchen motioned with no changes; seconded by Harold. Approved
4. Presentation on Digitizing: Joan Curbow presented advantages and reasons for archiving through digitizing records and documents. Gave a demonstration of the software. She recommends this process.
5. Citizen Input – Elizabeth commented that she found the presentation on digitizing records and documents very enlightening and has a better understanding of the reasons and processes.
6. Approval of May Minutes – No Changes. Gretchen moved/Harold 2nd. Approved
7. May Statistical Reports – Discussion on 2<sup>nd</sup> deposit from BV County made. Noted that the 45 patrons removed in May were the AA graduates, who are removed from the system after graduation. These people must reapply for an adult library card. Accepted reports
8. May City Revenue and Expense Report –Discussion about yearend report will be presented at the July meeting. Accepted reports.
9. Approval of June/Final '21 Bills – Harold moved to approve the June Bills; Gretchen 2<sup>nd</sup>. Approved.

## 10. Unfinished Business

- a. Dolly Parton Imagination Library – Anne Iehl to report next month. Question on when to pay \$547 to start the process.
- b. Board member replacements for Nona and Harold. Elizabeth Snyder will replace Nona. Need replacement person for Harold. He will stay on until replacement found. Andrea will present Elizabeth to the City Council for the Mayor to approve her to the position.
- c. Advantage Preservation – Andrea will ask for an extension of the quote or inquire on what increase would be on a new proposal. Note that the cost INCLUDES the software needed for accessing the digitized records. More in the package than just the digitizing process. Gigi will look into grants available from the State Library to assist with the cost (quoted \$6375). The digitized records link can be added to the new library website when completed.

## 11. New Business

- a. Director's Report:
  - i. RAGRAI Meeting: Gretchen attended the meeting. City reduced cost of having a curb side vendor booth. Discussion on the library's RAGBRAI activities. Will offer WIFI connection. No bathroom available.
  - j. Director Benefits: Andrea works 32 hr/week. Motion to approve paid holidays for the director by Harold. Gigi 2<sup>nd</sup>. Approved.

12. Board Training: State of Iowa Library Training Video: Tabled due to long meeting.

**13. Next Meeting: Monday, July 8<sup>th</sup> @ 5:15pm**

14. Adjourned