

SPRINGFIELD PUBLIC LIBRARY  
ADVISORY BOARD MEETING MINUTES  
October 5, 2021

In attendance:

Emily David, Library Director; Clyde Miller, chair; Angela Miceli, vice-chair; Carolyn Rebbert; Ralene Linneman; Kristine Fuller; Heather Huerta; Linda Mears; Barbara VonDiether

1. **Call to order.** Clyde called the meeting to order at 5:34PM. There were no changes to the agenda.
2. **Business from the audience.** Members introduced themselves to Barbara. Barbara introduced herself and commented how vital the library has remained during the virus. Barbara is from the 5th ward.
3. **Approval of minutes.** The September 7 minutes were approved with spacing changes. Heather moved and Angela seconded the motion.
4. **Communications.** None
5. **Library Director Report** Curbside pickup is three times a week. Clyde used the online renewal and said it worked great. Usually there are less than 150 renewals a month, but in September they did 869.

Carolyn asked Dia de Muertos or Dia de los Muertos. Seems to be without los in Mexico and with los in U.S. Either is acceptable.

Library Outreach is successful. The lack of personnel funding is the biggest hindrance to doing more. Most grants don't cover that.

The Library Foundation has someone that can help write grants, funding is a problem within all of Springfield. The Foundation has hired a financial advisor and may look into endowments. Linda asked about similar size libraries. We are very low staffed in comparison.

6. **Old Business**

Community survey - Heather moved that the survey be closed and Linda seconded. We will close the survey. Clyde will send out the results to look over. We will discuss it later.

Minute taker-

November - Heather

December - Kristine

Extended use fees - Advocacy with councilors shows concern about returning materials. Studies have shown this can be a bigger problem when fines are involved. We need to have an action plan to develop a policy that will address questions. A subcommittee was created with Heather, Ralene, Carolyn, Angela and Clyde to compile some information from available studies.

Library hours updated - After meeting with a state library consultant, the following hours have been proposed:

Mon 12-7

Tues 10-7

Wed. 10-6

Th 12-7

Fr 10-5

Sat 10-5

Total 45 hours (down from current 52)

The board supports this schedule.

Library standards - plan to revisit the list of things we didn't meet to see how we are doing. Will add this to the next agenda.

Library IDEA committee - Currently there are 5 on the committee. They may want to add some diversity to their homogenous group. No board members are needed. The current strategic plan ends June 30. The library will work with a consultant to renew the plan. Want to incorporate IDEA into the new strategic plan.

Outside spaces have been utilized a lot this year. The programs on the plaza have gone over well and thanks to grants were funded.

#### **7. New Business**

Board recruitment - Barbara has applied as well as Rebecca. So we have 2 interested people for the 2 positions. The deadline was extended to Nov. 5 as there are other openings in other groups.

Clyde showed a binder that he received when he went on another board. Would be nice to have a small handbook for new library board members. The city has developed a book for all committees. Emily sent it to us and we will add this to next month's agenda for discussion.

The meeting was adjourned by a motion from Ralene and a second from Linda at 7:03.

Respectfully submitted,  
Ralene Linneman