

AUSTIN PUBLIC LIBRARY BOARD MEETING

December 9, 2024; 4:30 p.m.

Vice Chair Kristi Beckman called the regular meeting of the Austin Public Library Board to order at 4:30 p.m., on Monday, December 9, 2024, at the Austin Public Library.

PRESENT: Gema Alvarado-Guerrero, Kristi Beckman, Melissa Bonorden, Jwokamer Debock, Sue Grove, Ted Hinchcliffe, Nitaya Jandragholica

ALSO PRESENT: Jeff Austin (City Council Liaison), Julie Clinefelter, Sara Steinhoff

ABSENT WITH NOTICE: Stephanie Postma, Valerie Sheedy

AGENDA:

Melissa Bonorden moved to approve the agenda; Gema Alvarado-Guerrero seconded. Motion carried.

MINUTES:

A motion was made by Nitaya Jandragholica, seconded by Jwokamer Debock, to approve the November 12, 2024, meeting minutes as presented. Carried.

EXPENSES AND FINANCE REPORTS:

A motion was made by Melissa Bonorden to approve expenditures and accept the finance reports for November 2024. Nitaya Jandragholica seconded the motion. Motion carried by unanimous roll-call vote.

SELCO REPORT: None.

GIFTS REPORT:

Jwokamer Debock moved to accept the November gifts, which totaled \$1,010. Gema Alvarado-Guerrero seconded the motion. Motion carried.

CITY/COUNTY LIAISON REPORTS:

City Council Liaison Jeff Austin noted.

OPERATIONAL REPORT:

Julie Clinefelter provided a written report prior to the board meeting, and discussed the following items:

CORE Forum Conference:

Julie gave a summary of her experience at the ALA National CORE Forum Conference, which she and Sara Steinhoff attended in November. She noted the differences between the recently-held MLA (Minnesota Library Association) conference in Rochester last October and this conference. She advised the CORE division of ALA and this conference, which was held in Minneapolis, are targeted more to library directors and administrative staff, rather than primarily focusing on programs, circulation and general librarianship. Julie mentioned several sessions of note – Understanding Trans Misinformation, Extending Library Services with Self-Service Technology, a couple of workshops focused on library physical spaces and inclusivity and flexible use, and also spoke about the high quality of the keynote presentations.

Sara Steinhoff noted she had attended a few of the same sessions, along with selections including topics of building maintenance, safety and security policies and methods, and methods of evaluating and structuring library workflows. She also commented on the value of attending a conference focused on the administrative side of things, as an administrative team, so the things learned could be discussed and processed as they were experience them, to get the full benefit.

Julie reported that Emily Soltis and Sara Steinhoff had attended a full-day certification course in Mental Health First Aid, which was provided at no cost through Mower County. Julie advised she and one other staff member had previously completed the course, and she hoped to have other staff attend as well, in the future. Julie also noted all staff will be participating in a two-hour training course, presented by the Fire Department, on basics of First Aid/CPR/AED use. She stated the course will be offered several times through December and January, and library staff will be split into groups to attend courses with staff members from other city departments.

Administration:

Director Clinefelter advised that work is continuing on finalizing the implementation plans and action goals for 2025, focusing on the priorities and objectives outlined in the Strategic Plan for 2024-2026. She noted the

implementations follow the roles defined through the ARCI matrix introduced in September, and shared that staff members are still working through the mechanics of adopting the matrix concepts, but it is having an overall positive effect on workflows.

PERSONNEL COMMITTEE REPORT ON THE ANNUAL REVIEW OF THE LIBRARY DIRECTOR:

Sue Grove moved to go to closed session for the purposes of hearing the personnel committees annual review of the library director. Ted Hinchcliffe seconded. Motion carried.

Following the personnel committee report, Nitaya Jandragholica moved to reopen the session. Gema Alvarado-Guerrero seconded. Motion carried.

OTHER BUSINESS: None.

CITIZEN'S COMMENTS: None.

BOARD COMMENTS:

Sue Grove and Nitaya Jandragholica noted they will not be present at the January 2025 board meeting.

ADJOURNMENT:

Melissa Bonorden moved to adjourn at 5:05 p.m.; Jwokamer Debock seconded. Motion carried.

Respectfully submitted,
Sara Steinhoff, Secretary

NEXT BOARD MEETING – Monday, January 13, 2025, 4:30 p.m.