

Decorah Public Library Board of Trustees Meeting Minutes
Monday, November 4, 2024

Attendees: Board members Beckendorf, Pellett, Putnam-Dibble, Horton, Leitz, Hageman; Library Director Kristin Torresdal, Assistant Director Row-Heyveld

Andrea Beckendorf called the meeting to order at 4:15. Attendees had the opportunity to participate electronically via Zoom or in person at Decorah Public Library.

1. Call to Order at 4:15
2. Participation Instructions
3. Agenda Approved
4. Minutes from the October meeting stand as distributed
5. Claims moved by Pellett, and seconded by Hageman, passed unanimously
6. Public Comment - none
7. Director's Report
 - a. **Staffing:** DPL welcomes Michelle McLain-Kruse to the RSVP team as the new RSVP Volunteer Coordinator for Winneshiek, Howard, and Allamakee Counties. Michelle brings many years of valuable nonprofit experience to her new role and will begin work the week of November 4.
 - b. **Building:** A pump has failed on a boiler - the part is ordered and will cost approximately \$2,500 for parts and labor.

Peters Construction will be on-site the week of Nov. 4 to do the pre-approved work to deal with safety/liability/access and moisture issues.
 - c. **Budget:** DPL is on track with the budget for this point in the year.

A classification change and related salary increase for our Circulation Manager position is being pursued. Our City Manager agreed that this position should be removed from the union roster and treated as a non-union supervisory position (similar to Director, AD, Technology/Facilities Manager, etc) due to the job involving supervising staff. The Union has to agree to the change and negotiations will begin this month.

DPL has capital improvement needs for infrastructure (moisture issue abatement among a laundry list of other issues) and Travis Goedken has advised to include that in a CIP request for this budget year, and keep the higher-cost items for a bond.

- d. Kristin Torresdal presented to the Monday Club on Monday, Nov. 4, alongside Friends of DPL President Alan Ellickson. The presentation focused on recent achievements and near-term goals for the DPL and Friends.
- 8. Friends of Decorah Public Library Report: Sent our reminders for people to join and donate, still looking for a person to join the board
- 9. New Business
 - a. Consider the Statement of Concern policy - Moved by Pellet and seconded by Horton, passed unanimously
 - b. Consider FY26 Budget - Moved by Horton and seconded by Dibble, passed unanimously
- 10. Discussion Items: None
- 11. Upcoming Meetings: Dec 9, Jan 13, Feb 10
- 12. Adjourned at 4:38pm

Respectfully submitted,

Shannon Horton, Board Secretary