

Decorah Public Library Board of Trustees Meeting Minutes
Monday, February 10, 2025

Attendees: Board members Beckendorf, Pellett, Horton, Leitz, Johnson, Scott; 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 December meeting stand as distributed
5. Claims moved by Pellet, and seconded by Hageman, passed unanimously
6. Public Comment - none
7. Director's Report
 - a. **Staffing:** Currently advertising for a part-time library aide position and will advertise our CYA programming assistant position in March (aiming to have that person in place for mid-May or June 1 to help with summer reading).
 - b. **Building:** Roof Top Unit 1 – all components have arrived; waiting on a good weather day for the installation.
 - c. **Budget:** Meeting with Travis and the subsequent Council budget work session went well. Additional public meetings are required before the FY26 budget is finalized, and two of our three CIP requests went through (the fire alarm panel and working on water mitigation near the Main St. entry).

The attic insulation project will be part of our fall bond.

Usare of status with federal grant funding. It's unclear what the future holds for our RSVP expansion grant. We were supposed to hear about that by the end of January and have not heard anything.

DPL is usure about our accessibility grant (20,000 submitted for large print and digital materials) given that those are IMLS (federal) funds.

- d. **Misc:** The Library will be open on President's Day, February 17
8. Friends of Decorah Public Library Report:
 - a. Annual meeting plan: April 21st at The Landing, Sam Helmick will be speaking (ALA president-elect) about advocacy for public libraries
9. Action Items

- a. Approve space audit plans: motion from Scott and second from Leitz, motion passes unanimously
10. Discussion items
- a. Review DPL annual report
 - b. Board self-evaluation - an opportunity for conversation so we are providing the best support for DPL by reviewing the Trustee Handbook
 - c. Review Director eval steps/timeline - board members will do this electronically in April (due on April 25th)

11. Upcoming Meetings: Mar 10, Apr 14, May 12

12. Adjourned at 4:53

Respectfully submitted,

Shannon Horton, Board Secretary