

**Kiester Library Board
Minutes
November 12th, 2020 6:00 p.m.**

Meeting called to order: President Dawn Flaskerud called to order and did roll call

Members present: Dawn Flaskerud, Judy Goggin, Vickie Savick, Mary Aske, Marcia Dahleen & Library Coordinator Kristy Flaskerud

Members absent:

Minutes: October 15, 2020 minutes were reviewed and approved with a motion by Mary, second by Judy.

Discussion

1. Dawn reported the library received a few bookcases from posting on What's Up in Kiester. A couple bookshelves have already been installed and one needs to be picked up in Lake Mills. Another bookcase will be coming from the school.
2. Dawn and Kristy are going to rearrange the kids' room, putting a large bookcase on a solid wall and shorter bookcases under the window.
3. Kristy presented the copies of the posters for Letters to Santa. The board reviewed form letters for Letters to Santa responses. It was recommended not to put what the child asked for in the response letter. Dawn said that in order to get the letters postmarked from the North Pole they would all have to be sent in one large envelope to the North Pole, with this needing to be done by December 7th. Since the library will not even have all the requests by then it was decided to either print or rubber stamp each envelope with the return address of the North Pole. The board approved Dawn's request to order the rubber stamp from Amazon at a cost of approximately \$13.

New business

- 1) Dawn purchased \$14.82 worth of prizes for kids from the dollar store because they were all 50% off.
- 2) Programs / Projects
A new program for kids will start in January. The program uses punch cards to encourage kids to read more books. Based on the difficulty of the book's, kids will be divided into two groups. Younger children will get a punch card with fifteen punches and older children a card with ten punches. Children will receive a small prize for each full punch card. The library already has several books to give as prizes. In addition, each completed card permits the child to enter a drawing for a larger prize. The program will run from January thru April.

- 3) Kiester Fire Relief Association has requested that library representatives attend their December 7th meeting. They have funds available for donations and would like to make a donation to the library.

Update: The Dec 7th meeting was cancelled because of COVID. Instead, the Fire Relief Association voted remotely to donate \$500.00 to the library.

- 4) Playaway Books – MP-3 Players
The library has received requests for Playaway Books. Playaway audio books are one book per player and the book cannot be changed. Because of this limitation not many libraries are using them anymore. The Overdrive program can be used to checkout audio books that can be loaded onto an MP3 player. Using MP3 players, patrons can check out multiple books at one time on the same player. Overdrive gets the credit for the books checked out and the library gets credit for checking out the MP3 player. Dawn's initial MP3 research found players for \$30.00 and \$175.00 dollars. Dawn and Kristy would like to get up to four MP3 players. To be practical the MP3 players must have a bookmark or resume feature. Patrons checking out an MP3 player would need to fill out a lending form, be at least eighteen years old, and provide their own headphones. The board decided to table the request to allow more research into MP3 players that would serve the library well. A decision will be made at the next board meeting.
- 5) Newspaper / New at the Library Article
The board discussed writing an article, for the newspaper, about what is happening at the library. The idea is to have an article in the paper every couple months.
- 6) October Numbers
In October the library had 110 patrons visited the library. That compares to 204 last October, but then the library had Halloween activities. The board feels that the numbers for this October are good given the current COVID conditions.
- 7) Decorating for Christmas
Dawn asked for volunteers to help decorate for Christmas. The idea is to have a few decorations in room with the majority of decorations around the front desk area. Dawn said that November 28th or 29th would work for decorating. Judy will be available to help. Mary might be available. Some decorations were donated. Garland won't be used this year because of the mess.
- 8) Cleaning
Dawn and Kristy requested help cleaning the library. Judy will help clean the library. A sheet will be created to track what has been cleaned and when it was done.

9) New Books for December

Dawn spent \$67.47 on books for the month of December. There are:

Book of Lost Names \$8.90

Then She Was Gone \$7.83

An Inconvenient Woman \$9.17

My Dark Vanessa \$6.52

Hid from Our Eyes \$9.61

Summer of 69 \$3.29

Deception Cove \$5.42

When You See Me \$4.35

Home Before Dark \$12.38

- 10) Judy suggested that the board put a letter in the paper to thank the community for their support of the library. She also suggested that the library get a Thank You card for Gary signed by Kristy and all the board members. Judy is getting the card for Gary. Dawn is doing the letter for the paper.

Motion by Judy, second by Mary to adjourn at about 7:05 p.m. The next meeting will be Thursday, December 17th, 2020 @ 6:00 p.m.

Respectfully submitted,

Judy Goggin