

The Milford Library Board met in regular session on Wednesday, August 4, 2021, at 5:30 p.m. Those in attendance were Board Members Rick Kilts, Elaine Franklin, Denny Dotson, Joann Gano, Shelly Berning (via Zoom), Deb Johnson, Jeff Cookinham and Director Gillian Anderson. No members were absent.

The meeting was called to order by Rick.

Public Comments: None

Minutes: Elaine moved to approve last month's minutes as presented. Jeff seconded, and Board approved.

Bills: After reviewing the bills, Jeff moved to pay the bills, including those that were not in, Joann seconded, Board approved.

Policy Review: Circulation and General Information Policy: Gillian presented the following changes to be made to the Circulation and General Information Policy.

- Under the list of *Library Materials*- adjust the borrowed time for Extended DVDs to 7 Days, and add Hotspots and Lightbox with a 7-day borrowing duration.
- Under *Laminating*- add the additional price of 25 cents for a credit card size
- Under *Steam Backpacks* add the following information: **STEAM BACKPACKS:** Four STEAM Backpacks (Curious Coding, BeeBot, Five Senses, Super Slinky) are on loan from the Dickinson County ISU Extension office. Other STEAM Backpacks have been added to the collection. Each backpack includes multiple parts. Each part with value has been noted within the holding. Only an adult, caregiver, or babysitter over the age of 16 are allowed to check out the backpacks. If a part is missing or damaged the patron will only be charged for the replacement of the part not the entire backpack. Backpacks can be checked out for 2 weeks and cannot be renewed. Backpacks are locked in the library and staff will remove the locks when the backpack is checked out. Backpacks can only be returned during the hours the library is open.

Joann moved to make the presented changes, Jeff seconded, Board approved.

Board Education: The board received education on the new Launchpads, Playaways, and Wonderbooks that were recently placed into circulation.

Director's Report: Circulation and monthly program reports were shared

Last month's events:

- SRP Performer – Mr. Stinky Feet – 10:00 a.m. – July 1 – 93 attended
- Facebook Fun – Reading Colors Your Books – July 6 - 2 participated
- Sidewalk Shenanigans – Yoga with Kenzie Liechti – July 7 – 10 attended
- SRP Performer – Absolute Science – July 8 – Florence Park – 103 attended
- Building Bookworms & Grab and Go Bags – Martin Mendez – July 9 – 17 attended – 100 bags taken
- YA Subscription Box – Nature's Smile – June 29 – July 9 – 24 boxes taken

- YA Subscription Box – Outside the Lines – July 12 – July 21 – 24 boxes taken
- Facebook Fun – Reading Colors Your World – July 13 – 1 participated
- Sidewalk Shenanigans – Succulent Planters – July 14 – 17 attended
- End of the Summer Reading Program Celebration – July 15 – Florence Park – 90 attended
- Adult Craft Series – Epoxy Wood Tray – July 21 – 26 kits taken – 9 video views
- Friends of the Milford Library Foundation Book Sale – July 22 – July 23 – July 24
- MML’s Photo Booth – 5:00 p.m. – 7:00 p.m. – Florence Park – 5 participated
- Paint Night at the Library – Arnolds Park Library – July 27 – 13 attended – 1 kit taken

Upcoming events:

- Okoboji Blue Water Festival Storytime – 10:00 a.m. – Arnolds Park - August 7
- Miss Iowa 2021 Storytime – 10:30 a.m. – August 9

Discussion of upcoming topics:

- Phased Reopening Plan: Currently we are in Phase 3 of the reopening plan. There was discussion if any changes needed to be made with the rising concern of the DELTA variant and since everything seems to be working fine, no changes will be made at this time. The current phase allows for in-person programming going into the fall season. The reopening plan will be re-visited again at the next meeting.
- Transaction drawer: the mechanic from the company came to work on the drawer and it does now open the full extension of the drawer. The next phase of the drawer will be the desk cabinets. Gillian informed the board that there was a grant made available to city offices and that she applied to obtain a computer for the library drive-up window.
- Other items of note:
 - Gillian asked for the board’s opinion about returning to on-site story times within schools and daycare centers. After discussion, it was determined that this will be discussed again in the future due to unknown policies for the upcoming year in the school and daycare settings.
 - No other items of note

Denny moved to adjourn; Jeff seconded.

Shelly Berning

Secretary