MASON CITY PUBLIC LIBRARY DISTRICT

**BOARD OF TRUSTEES MEETING**

**11/6/2023**

President Edison called the regular meeting to order at 5:00 p.m. Present: Trustees Power, Edison, Zimmerman, R. Brooks, B. Brooks, Smith, Conover, and Director Yeoman. Absent: None.

**Correspondence & Visitors**: none

**Minutes:** The minutes from the 10/2/2023 regular meeting were reviewed. B. Brooks made a motion to accept the minutes, seconded by Power, all ayes, motion carried.

**Treasurer's Report:** The treasurer's report for October was reviewed. Conover made a motion to accept the treasurer’s report, seconded by B Brooks, voice vote of all ayes (7) of those present, no nays, none absent, motion carried.

**Library Report:**

October

1,826 patrons were served, 2,894 items were checked out 2,310 items were checked in, 58 magazines were checked out and 43 were checked in, 502 reference questions were resolved, 514 requests were placed, 439 holds were taken care of, 2 patrons were added to the database and 25 were deleted, 140 items were added to the collection and 10 were deleted, 92 PAC logins occurred, and 40 holds were placed in the PAC.

* 1. Did a pumpkin contest for grade school kids & had 29 entries. Provided treat bags to all and to the top three winners (elementary, middle/high and public) received treat bags, a medal and a trick or treat bag with their name on it. We will include middle school next year but in a separate category.
	2. Working with grades 4-5 on alphabetical/numerical so they can locate books by call number.
	3. Hoopla is usage is leveling out
	4. Continued working on the public library per capita grant.
	5. Purchased more juvenile & easy nonfiction
	6. Talked with Brian Shawgo shop teacher about a shelving unit in front of the children’s window

**New Business:**

AFR was reviewed. Smith made a motion to approve the AFR, seconded by B Conover, voice vote of all ayes of those present (7), no nays and none absent.

Motion made by Power to close on Veterans’ Day seconded by Smith, voice vote of all ayes of those present (7), no nays and none absent.

Motion made by B Brooks to close early at 2:00 p.m. on the day before Thanksgiving, seconded by Zimmerman, voice vote of all ayes of those present (7), no nays and none absent.

**Unfinished Business:** none

**Committee Reports:**

**Finance/Personnel** (Edison, B Brooks, Power & Zimmerman)**:** No Report

**Policy** (Edison, Power, Zimmerman & Conover)**:** No Report

**Building & Grounds** (Edison, R Brooks, Smith & Conover)**:** No Report

**Long Range Planning** (Edison, Smith, R Brooks & B Brooks)**:** No Report

**School/Library Committee** (Edison, Smith & Power)**:** No Report

R Brooks made a motion to adjourn, seconded by Smith, all ayes, meeting adjourned at 5:26 p.m.

Respectfully submitted,

 Gisa Power