

ELISHA D. SMITH PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
Elisha D. Smith Public Library
Company E Room
February 25, 2025

Called to order at 4:18pm by Chair Halverson

Present: Chair Halverson, Trustee Golz, Trustee Lane, Trustee Englebert, Superintendent of Schools Zimmerman and teen representative Lance

Absent: Trustee Franzoi, Vice Chair Witt, Secretary Stojanovic, Trustee Turner

Also Present: Director Kopetsky, Business Manager Kozerski and Programming Services Manager Moore-Nokes

Public Comment/Communication

None

Consent Business

A motion was made by Golz, seconded by Englebert to approve the Library Board of Trustees meeting minutes from January 28, 2025. Motion carried unanimously.

Authorization of Bills

A motion was made by Lane, seconded by Zimmerman to authorize payment of the February 2025 bills from the 2025 budget and endowment account. Motion carried unanimously.

Updates

Renovation Process Update

- Discussion ensued on donor acknowledgment and follow-up.
- The library's reopening day went very well. Director Kopetsky was happy with the media coverage and the positive reception and comments from the public.
- We also saw SMITHworks awareness raised, with about 1700 people moving through the space to date. Discussion ensued.
- Temporary outdoor signage will be placed to announce that the library is now open.
- Community organizations have been reaching out for partnering possibilities after seeing the renovated library.

Friends Update

- The board now has a new Secretary, Christina Anderson
- The next meeting is Wednesday, March 19.
- The Friends group is also seeking a social media manager.

New Business

Director's Report

- Kopetsky introduced new librarian Tuppence Van de Vaarst.
- Collections have all been shelved and placed in their home locations, save the nonfiction collection. This collection will have a Biography sub-collection. This entails selectors going through their nonfiction sections to pull out materials for this new sub-collection.
- The next areas targeted for setup are the Gegan Room and the Local History Room.

January Statistics

- The library was closed for the entirety of January, statistics reporting will resume at the March 25th meeting.

2024 Budget Status

- Director Kopetsky reported that due to savings related to the library being offsite and/or closed for a portion of 2024, the library will come under budget. He is hoping we can retain some or all of the underspent funds, a decision at the purview of the city council. Discussion ensued.

2025 Budget Status

- This year's budget has had some reopening expenses taken out already. Further, Glycol, a one-time expense, will need to be added to the new HVAC system come late spring.
- Director Kopetsky noted that the recurring expense of janitorial services has increased for 2025.

Staff Reports

- Moore-Nokes shared that general library programming has restarted, and summer reading programming is in the planning stages. Staff have also been working to leverage the renovated public spaces of the library with furniture and collection layout and display.
- Raschke reported that the checkout desk has been very busy, with overwhelmingly positive public commentary on the renovation. New card applications have increased by 378% over this time last year. Behind the scenes, staff have been working on workflows and processes to return to pre-renovation efficiencies.
- Teen representative Lane shared what has been going on in the Teen space, including a printmaking program with Anne Anderson and the ongoing Switch Wednesdays.

The next regular meeting will be Tuesday, March 25, 2025 at 4:00pm.

Adjournment

Meeting adjourned at 4:43pm.

Respectfully submitted,
Eva Kozerski