

MINUTES
OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES
MONDAY—JANUARY 23, 2017—4:00 P.M.

The meeting was called to order by Board President Michael Collins. Roll call was taken by Board secretary Susan Hasso with Trustees Ken Allsup, Chris Harbour, Jane Ireland, Sally Posovich, Kathy Rothfus, and Mike Sytsma present. Also present at the meeting were Library Director Nicole Morgan, Friends' president Bryan Johnson, and Friends' member Ray Becze.

Minutes: Motion was made by Harbour, seconded by Ireland, to approve the minutes from the December 18, 2016, Board meeting. Motion passed.

Board Correspondence, Public Input or Friends Report: Bryan Johnson, president of the Friends, reported on the January 19th Friends' meeting. The Friends are funding the Summer Reading t-shirts for staff. They are also purchasing for the library five copies of the All Iowa Reads book, *Bottomland* by Michelle Hoover. Hoover will be leading a discussion of her book on March 8 at the Oskaloosa Public Library. Johnson said that the Friends' Board discussed the repair of the Reading Garden fence. Johnson then read a letter from the Friends' Board. The letter stated that the repair of the fence does not comply with their by-laws. Once the Friends purchase something for the library, it becomes the property of the library and, therefore, the responsibility of the library to maintain. The Library Board determined that the issue of the repair of the Reading Garden fence should go to the Building and Grounds Committee.

Director's Report: Nicole highlighted some of the items in her director's report to the Board.

Programs and Events:

All Iowa Reads Author: Nicole said that All Iowa Reads author, Michelle Hoover, will be speaking about her book *Bottomland* at the library on March 8, 2017. The Friends will be providing refreshments for the program, and they will be purchasing five additional copies of the book for circulation. The Book Vault will be on hand to sell copies of the book for anyone wishing to have the author sign a copy.

Project Based Learning: On Tuesday, January 17, Nicole attended the Project Based Learning Night at the Oskaloosa High School. Students presented on the topic of book selection and the addition of books in a variety of languages to the library. Our library does have some book written in Spanish.

STEM Story Times: Chandi will be starting STEM Story Times on the 4th Monday of each month from 6:00-6:30 p.m. The Story Times will be geared toward children ages 0-5. The lesson will include a story and several interactive learning stations.

Live Healthy Iowa: Several library staff members have formed a team and signed up for the Live Healthy Iowa 10-week Wellness Challenge.

Award Books: The Library is celebrating the Iowa Children's Choice books and the Iowa Teen Award books by displaying posters, creating labels, and featuring the books. The library is supporting both the elementary school and the middle school, who are encouraging students to read these books.

Committee Reports:

Staff Committee – Jane Ireland, chair: None.

Budget & Finance Committee – Michael Collins, chair: Collins said that the Budget and Finance Committee met and talked about the FY18 Proposed Budget and this year's Amended Budget, which will be discussed under New Business. They are also implementing the plan that the committee came up with for the contracting cities. They are sending out letters with the rate and how the rate will be changed in the future. Nicole asked if this should be an action item on next month's agenda. Collins said that the budget should be, but the plan for the contracting cities was fine and did not need to be.

Policy & Planning Committee – Judy Bishop, chair: None.

Technology Committee – Ken Allsup, chair: Allsup said that the Technology Committee had met, and they discussed where the library's needs were in regards to technology. They talked about how to use technology to reach out to other users. The committee is looking at other ways of advertising and the best use of resources to reach the most people. Nicole told the Board that one of the machines that sensitizes/desensitizes materials went out. Chris got an old machine working by replacing the fuse, but we don't know how long the two machines we have will continue to work. The Technology Committee will meet to discuss the situation.

Building & Grounds – Chris Harbour, chair: Harbour said that the Building and Grounds Committee had not met, but Winger had been out. Nicole said that two different individuals had been out to look at the boilers, and they thought that the boilers would last for quite a while yet. Harbour said that there is money in the budget if the boilers need to be replaced. Posovich said, on a different note, that there were a lot of cigarette butts around the front entrance to the library.

Unfinished Business: None.

New Business: Nicole went through the FY18 Proposed Budget line by line. Nicole said that she was in City Council Budget Hearings. She would bring the finalized FY18 Proposed Budget to the Board at the February meeting. Motion was made Ireland, seconded by Sytsma, to approve the tentative FY18 Proposed Budget. During discussion, Board members noticed that the FY18 Budget was between \$30,000 and \$40,000 less than this year's budget. They directed Nicole to ask for more money to make up for the shortfall. The Board said that anticipated expenses include implementation of the Strategic Plan and water penetration into the building. The concern is that some catastrophe could happen with the building and there would be no money to cover it. The motion on the floor to approve the FY18 Budget was called. The motion was unanimously denied. A new motion was made by Allsup, seconded by Posovich, to direct Nicole to ask for an additional \$15,000 for Building Maintenance and Repair, an additional \$10,000 for Grounds Maintenance and Repair, and an additional \$12,000 for Technology because of anticipated expenses for the Strategic Plan and water penetration problem into the front of the building. Motion passed unanimously.

Approval of Claims: Motion was made by Ireland, seconded by Posovich, to approve payment of January claims. Motion passed.

President's Remarks: None

Adjournment: Motion was made by Sytsma, seconded by Allsup, to adjourn. Motion passed.

The next regular meeting will be on Monday, February 27 at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Susan Hasso
For the Board