

MINUTES
OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES
MONDAY—FEBRUARY 27, 2017—4:00 P.M.

The meeting was called to order by Board Vice-president Kathy Rothfus. Roll call was taken by Board secretary Susan Hasso with Trustees Ken Allsup, Judy Bishop, Jane Ireland, and Sally Posovich present. Also present at the meeting was Library Director Nicole Morgan.

Minutes: Motion was made by Allsup, seconded by Bishop, to approve the minutes from the January 23, 2017, Board meeting. Motion passed.

Board Correspondence, Public Input or Friends Report: Rothfus read an email from Board member Keith Comfort. Comfort said that because he doesn't get off work until 5:00, he is no longer able to attend Board meetings. The Board should possibly consider looking for someone to fill his position.

The second correspondence that Rothfus shared was from Library Director Nicole Morgan, offering her resignation. Morgan said that she has taken a job in northwest Iowa to be closer to family, and her last day will be March 10. Board members thanked her for her service to the library. She said that she has enjoyed her time here working at the library and with the staff and the Library Board.

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

Strategic Plan: Nicole said that the staff will be meeting at 8:30 a.m. on March 1 and 8 to work on the objectives and activities for the Strategic Plan. Once completed, the objectives and activities will be presented to the Board for their approval.

Kids First Conference: Chandi Maleski, Youth Librarian, is planning on attending the Kids First Conference in Des Moines on May 1st and 2nd.

STEAMfest: The Library will be participating in STEAMfest on Saturday, April 8, from 10:00 a.m. to 3:00 p.m. in the Musco Technology Center at William Penn. The Library will have a booth with a life size Jenga game.

STEM-based Story Time: Chandi will be offering STEM-based story times on Mondays at 6:00 p.m. The story times will feature a concept within Science, Technology, Engineering, or Math. A book will be read and then there will be different interactive stations.

New Memorial: Nicole told the Board that the library will be receiving a new memorial.

Alzheimer's Program: On March 16 at 6:30 p.m., the Friends of the Library will be sponsoring a program on Alzheimer's. The program will focus on identifying the 10 warning signs of Alzheimer's.

Committee Reports:

Staff Committee – Jane Ireland, chair: None.

Budget & Finance Committee – Michael Collins, chair: None

Policy & Planning Committee – Judy Bishop, chair: Bishop said that the committee met, and there will be items under New Business.

Technology Committee – Ken Allsup, chair: None

Building & Grounds – Chris Harbour, chair: None

Unfinished Business: None.

New Business:

Winger Bills: Nicole asked the Board to approve two Winger bills. The first bill was for fixing the elevator shaft exhaust in order to reduce the drying time of the ductwork when heavy rain occurs. This helps reduce electric bills. The second bill was for the replacement and installation of the new stool in the women's restroom.

Motion was made by Bishop, seconded by Ireland, to approve payment of the two Winger bills. Motion passed.

Approval and Removal of Policies: Motion was made by Bishop, seconded by Ireland to approve the Amazon and Visa Credit Card policies. Motion passed. Motion was made by Ireland, seconded by Allsup, to approve the removal of the ICN Policy since the library no longer has an ICN Room. Motion passed.

Magazine Subscriptions: Nicole asked the Board to approve spending \$2041.77 for our magazine subscriptions for 100 titles from Popular Subscription Service. Motion was made by Posovich, seconded by Ireland, to approve spending \$2041.77 for our magazine subscriptions for 100 titles from Popular Subscription Service. Motion passed.

Salary Increase: Nicole asked for the Board to approve a 2.9% salary rate increase for any non-union full-time and/or part-time employees beginning July 1, 2017. This is the same rate of increase the union employees will be getting. Motion was made by Allsup, seconded by Posovich, to approve a 2.9% salary rate increase for any non-union full-time and/or part-time employees beginning July 1, 2017. Motion passed.

Grant Application: Nicole asked for the Board to approve a grant application for NASA @ my library. Chandi would like to apply for the grant although only 75 libraries nationwide will be awarded a grant. This would tie in with Chandi's new STEM-based story times. Motion was made by Ireland, seconded by Allsup, to approve the grant application for the program NASA @ my library

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

President's Remarks: Rothfus again thanked Nicole for her service to the library.

Rothfus suggested that the Board meet in one week on Monday, March 6, in a Special Meeting, to accept the letter of resignation and to decide on an interim director.

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

The next regular meeting will be on Monday, March 27, 2017, at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Susan Hasso
For the Board