

MINUTES
OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES
MONDAY—MARCH 6, 2017—4:00 P.M.
Special Meeting

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, Chris Harbour, Jane Ireland, Sally Posovich, and Mike Sytsma present. Also present at the meeting was Library Director Nicole Morgan and City Manager Michael Schrock, Jr. In the audience was Library Cataloger Marion Gaughan and Angie Holland from the Oskaloosa Herald. Absent were Trustees Michael Collins and Keith Comfort.

New Business:

Letter of Resignation: Motion was made by Bishop, seconded by Allsup, to accept the letter of resignation from Library Director Nicole Morgan. Motion passed.

Procedure for Job Search: Jane Ireland, chair of the Staff Committee, explained that the purpose of the committee is employ a competent and qualified librarian, which includes recruiting, hiring, and annually evaluating the director based upon a well-defined job description. The Board then decided to move ahead with appointing an interim director

Appointment of Interim Director: Motion was made by Ireland, seconded by Bishop, to appoint Susan Hasso and Marion Gaughan as interim co-directors with City Manager Michael Schrock providing oversight. Motion passed.

Returning to the discussion of the job search procedure, Ireland said that due to our community's size, we would not have to require the director to have an MLS. Mike Sytsma said that the Board needs to review the job description, plan where to publicly advertise the position, and set a deadline for applications. The job description was changed to read MLS preferred not required. The job ad will be placed on the city and library web sites, on the State Library web site, on Library Talk (which is a library list serve, and with the Iowa Library Association. The deadline for applications is March 31, 2017.

The Board asked Michael Schrock what compensation the interim directors would receive. He said that he would check what had been done in the past and use that precedent for determining compensation.

At the end of discussion, Board member Sally Posovich said that any current staff members who might be interested should apply.

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