

MINUTES
OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES
MONDAY, February 25, 2019—4:00 P.M.

The meeting was called to order by Board president Judy Bishop. Roll call was taken by Board Secretary Julie Dunne-McKee with Trustees Chris Harbour, Jane Ireland, Kathy Anderson, Merle Mann, and Michael Collins present at the meeting. Also present was Library Director Marion Gaughan.

Minutes: Bishop called for a motion to approve the minutes from the January Library Board meeting. Motion was made by Mann, seconded by Harbour, to approve the minutes from the January 28, 2019, Library Board meeting. Motion passed.

Board Correspondence, Public Input, Friends' Report, or Teen Advisory Report: None.

Director's Report: Marion told the board

- There is a Basics of PowerPoint Class Monday, February 25, 2019, at 5:30 p.m. in the Children's Computer Lab which she will be teaching.
- Humanities Iowa Speaker Rosa Snyder will be presenting on Tuesday, March 26, 2019, at 6:00 p.m. Ms. Snyder's program is titled "Glimpses of Iowa's Capital: Its History, Art, Architecture, and Restoration."
- Humanities Iowa Speaker David Connon, will be speaking on Tuesday, April 2, 2019, at 6:00 p.m. to present his program is titled "Josiah Bushnell Grinnell and the Iowa Underground Railroad". Mr. Connon's program had been scheduled for February 12, 2019, but was postponed due to weather. One additional speaker will be scheduled for September, and all the Humanities Iowa Speakers are sponsored by the Friends of the Oskaloosa Public Library group.
- All the piping work for the replacement of A/C Unit #3 is now complete. The drywall work should be completed by the first week of March. The installation of the new unit should take place mid- to late March.
- A piece of property, the existing Reading Garden, had still been listed in the Library Board's possession but it has now been put in the City of Oskaloosa's possession.

Committee Reports:

Staff Committee – Jane Ireland, chair: None.

Budget & Finance Committee – Judy Bishop, chair: None.

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

Technology Committee – Merle Mann, chair: None.

Building & Grounds – Chris Harbour, chair: None.

Unfinished Business: None.

New Business – Approval of Consent Agenda:

All items appearing on the Consent Agenda are considered routine by the Library Board and shall be enacted by one motion. If discussion is desired, that item shall be removed, discussed separately, and approved by a separate motion by the Library Board.

a. Approval of MidAmerican Invoice – The February utilities is \$2,123.25 to be paid from the General Fund, line 6371.

b. Approval of Popular Subscription Service Proposal – A total of twelve magazine subscriptions will be discontinued due to lack of circulation and magazine industry move toward digital content. Removing those twelve will save \$474 on the quote for magazine renewals paid from the General

Fund, line 6502.

c. Approval of Supplyworks Invoice – A total of \$1092.15 for parking lot LED bulbs is to be paid from the Library Maintenance Fund.

d. Approval of Supplyworks Invoice – A total of \$1,750.13 for parking lot globes is to be paid from the Library Maintenance Fund. This includes an additional \$133.78 for shipping cost which had not been included in the quote because it did not ship directly from SupplyWorks.

Motion was made by Harbour, seconded by Collins, to approve the Consent Agenda. Motion passed.

New Business – Regular Agenda:

None

Approval of Claims: Motion was made by Harbour, seconded by Collins, to approve payment of the February claims. Motion passed.

President's Remarks: No remarks.

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

The next regular meeting will be on Monday, March 25, 2019, at 4:00 p.m. in the library meeting room.

Respectfully submitted,
Julie Dunne-McKee
For the Board