

MINUTES
OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES
MONDAY – APRIL 23, 2012 -- 4:00 P.M.

Before the meeting Vice-president Judy Bishop reviewed Robert's Rules of Order for making a motion.

The meeting was called to order by Vice-president Judy Bishop. Roll call was taken by Board secretary Susan Hasso with Trustees Paul Groenenboom, Jane Ireland, Bryan Johnson, and Candace Slobe present. Also present were Library Director Wanda Gardner and Keith Miller, president of the Friends.

Minutes: Bishop called for a motion to approve the March 26, 2012, minutes. Johnson offered a correction stating that Mike Calzaretta had attended the March Board meeting, but was not mentioned in the minutes. Motion was made by Ireland, seconded by Johnson, to approve the March 26, 2012, minutes as corrected. Motion passed.

Board Correspondence, Public Input, or Friends Report: Keith Miller, president of the Friends, reported that the Friends had met on March 19th. They discussed the possibility of getting a Humanities Iowa speaker and fund-raising projects for the summer. Gardner suggested the book that goes along with the IPTV series Downtown Abbey could be used for a book discussion. Dan Brice of DB Landscaping presented a proposal for his services for the Reading Garden. Because of the city's concern about the brickwork meeting ADA (Americans with Disabilities Act) standards, the brickwork will need to be laid by professionals, not volunteers. In order to complete the project that Brice had designed, Brice has agreed to oversee the laying of the brickwork, and along with his four-man crew, he will install the retaining walls and amphitheater seating and floor for a cost of \$9202. The Friends will be talking with Joe Crookham about his donation of \$10,000 for the Reading Garden that he had initially proposed last fall. On May 1st a junior troop of Girl Scouts will be planting a daisy bed and clematis around the performance pavilion.

Director's Report:

Borrowing and Circulation Policy: Implementation of the revised library Borrowing and Circulation Policy has been delayed until April 30 to allow all issues and concerns to be addressed, and the necessary forms and cards prepared. The new cards for children and teens have arrived.

MCCF Grant: The library has received a \$5000 grant from the Mahaska County Community Foundation. These funds will be used to replace four computers in the children's computer lab, which will be used by children and also for adult computer instruction.

WILBOR: The library's membership contract in WILBOR, the cooperative that gives our library users access to e-books and downloadable audio books, has been submitted for next year. The fee will be \$300 and 9 cents per Oskaloosa population, which is 11,463 for a total of \$1,331.67. When asked about signing for the next tier in order to get more titles, Gardner said that the cost would be \$1000, which includes \$500 for set-up fee and \$500 for purchasing eBooks. Publishers are concerned about the loss of revenue from making new eBooks available to libraries. Therefore, some publishers are declining to make all of their new books available as eBooks to libraries. At this time there are changes in the eBook industry that make purchasing additional eBooks or copies of eBooks not advisable. Gardner said that only 2% of the library's patrons are currently using eBooks.

Simplex Grinnell: Gardner asked Simplex Grinnell to replace the battery in the library's security system. The bill was \$429.60 and is in the board's April claims. During a thunderstorm in April, Gardner was not available when a false alarm was reported at the library. Cindy Godlove came to

the building to reset the alarm, so there will be 2 hours of staff overtime listed in April.

Part-time Salaries: The city's April 1st reports indicated that the library's target expenditures were 75%. The library's part-time wages were at 69.16%, and are not expected to exceed the \$300 cap set for the one-percent pay increase part-time workers received this year.

Additional Projects: At next month's board meeting, Gardner said that she would ask the board to consider proceeding with re-carpeting the 2nd floor of the library after the completion of the summer reading program; moving the popular DVD shelving nearer the reference desk for better security; re-location of the adult computer lab into the archives, which will triple the space; and approval to have Shankster Masonry schedule the roof and stone cap repair as soon as possible.

Reading Garden: Carla Malloy and Diana Pearson, representing the library Friends, plan to meet with Joe Crookham to obtain the \$10,000 he offered for the Reading Garden last fall, so the Friends will have full-funding available to hire DB Landscaping to complete the major brick work. Trees Forever is working with Dan Brice, and they are reviewing a request to furnish the remaining trees needed for the project. Brice expects the brickwork to take 2 ½ to 3 weeks. The Friends have not yet contracted for this work, and the garden will not be available for June programs.

Committee Reports:

Staff Committee - Jane Ireland, chair: No report. Bishop asked about evaluations. Gardner said that she had just completed several annual staff evaluations. The director's evaluation was done last June.

Budget & Finance Committee – Judy Bishop, chair: Bishop reported that the Budget and Finance Committee had not met, but she would be contacting David Ahmad with Edward Jones.

Policy & Planning Committee – Candace Slobe, chair: No report.

Technology Committee – Kathy Rothfus, chair: No report.

Building & Grounds – Bryan Johnson, Chair: Johnson said that the Building and Grounds Committee would meet before the next Board meeting to discuss both old and new projects.

Unfinished Business: None

New Business: None

Financial Report/Approval of claims: Motion was made by Johnson, seconded by Groenenboom, to approve payment of the April claims. Motion passed.

President's Remarks: None

Adjournment: Motion was made by Slobe, seconded by Groenenboom, to adjourn. Motion passed.

The next regular meeting will be on Monday, May 21, at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Susan Hasso
Library Administrative Assistant
for the Board