



**Oskaloosa Public Library Board of Trustees
Monday, December 21, 2015 at 4:00 PM**

The meeting was called to order by Board President Michael Collins at 4:00 p.m. Roll call was taken by Interim Director Paulette Groet with Trustees Ken Allsup, Judy Bishop, Chris Harbour, Jane Ireland, and Kathy Rothfus, present. Trustees Sally Posovich and Mike System arrived at 4:04 PM. Roll call was given for the two arriving late.

Closed Session

At 4:06 p.m. Board member, Chris Harbour, moved to hold a closed session under Iowa Code Section 21.5 (1)(i) to evaluate the professional competency of an individual whose performance is being considered. Board member, Ken Allsup, seconded the motion. The roll was called and the vote was:

Ayes: 8

Nays: 0

At 4:45 pm - Motion was made by Allsup to reconvene in Open Session, seconded by Posovich. Motion passed.

Respectfully submitted,

Paulette Groet
For the Board

MINUTES
OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES
MONDAY—DECEMBER 21, 2015—4:00 P.M.

Reconvening from Closed Session, a motion was made by Jane Ireland that the Oskaloosa Public Library Board of Trustees extend an offer to the candidate interviewed. The motion was seconded by Chris Harbour. A roll call vote was taken by Board secretary Susan Hasso with Trustees Ken Allsup, Judy Bishop, Michael Collins, Chris Harbour, Jane Ireland, Sally Posovich, Kathy Rothfus, and Mike Sytsma present. The motion unanimously passed with one abstention. Also present at the meeting was Interim Director Paulette Groet.

Minutes: Motion was made by Bishop, seconded by Harbour, to approve the minutes of the November 23, 2015, Board meeting. Motion passed.

Board Correspondence, Public Input or Friends Report: None

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

Programs and Events: Children and teen programs have not been scheduled as much this month, but those attending are enjoying themselves.

Led Lighting: Mike has completed 90% of the LED tube changeover.

Boilers: Air-venters Update: Winger Construction installed the two new air-venters. Both boilers are now operational.

Humidifier Disaster Update: Allied Construction were here on Monday, December 14 to replace the damaged ceiling tiles, but had the wrong tiles. They have ordered different tiles and should be back on Monday, December 22 in install the tile. They will also repair the damaged sheet rock. Simplex Grinnell was out on Friday, December 18, to inspect the smoke heads for damage. Everything was okay. The new humidifier control parts should be available in the next few days, and Baker will coordinate with Mike C. to get the controls installed and the humidifier operational.

Allender Estate: The library has received two more checks from the Allender estate. One check was for \$1251.00 and the other was for \$5005.00. This makes a total of \$8758.31.

Oskaloosa Summer Lunch Program: Martha Comfort, program coordinator, said that the Oskaloosa Public Library was one of only three libraries that participated in the Summer Lunch program around the state. The others were Cedar Rapids and Marion. Cedar Rapids served 837 meals over the summer, and Oskaloosa served 661 meals and 116 snacks over the summer.

Mini-notebook: Mike is doing okay using the mini-notebook.

Committee Reports:

Staff Committee – Jane Ireland, chair: None

Budget & Finance Committee – Michael Collins, chair: A new bond was purchased with the liquid cash in the Library Bequest Fund.

Policy & Planning Committee – Judy Bishop, chair: Bishop said that the committee will meet in January to review four policies.

Technology Committee – Ken Allsup, chair: None

Building & Grounds – Chris Harbour, chair: None

Unfinished Business: None

New Business:

Reading Garden Fence Vandalism: Paulette said that over the weekend of December 12-13, the Reading Garden Fence was vandalized. Two panels and a post will need to be replaced. Dan Brice of DB Landscaping was contacted and gave a verbal quote in the amount of \$1100.00, because he was out of town. At this time, the cost of the fence repair would have to come from the Library Maintenance Fund. After discussion, the Board decided to table the repair of the fence until April.

Boiler Repairs: Paulette told the Board that she was going to ask the Board about repairing the panels on the two boilers so that they would communicate with each other. However, in the meantime, there has been another issue with the boilers. The smart boiler is not firing. They tried resetting it, but it didn't work. There may be corrosion on one of the leads and it may clean itself by taking it out and putting it back. If not, the panel may be going out. Winger disconnected and re-connected the leads, and the boiler is working. The Board decided to table any discussion on the boiler panels until later.

Approval of Claims: Motion was made by Allsup, seconded by Bishop, to approve payment of the December claims. Motion passed.

President's Remarks: Collins said that he was sorry about Friday. The meeting slipped his mind.

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

The next regular meeting will be on Monday, January 25, 2015, at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Susan Hasso
For the Board