

**MINUTES**  
**OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES**  
**MONDAY—JANUARY 25, 2016—4:00 P.M.**

The meeting was called to order by Board President Michael Collins. Roll call was taken by Board secretary Susan Hasso with Trustees Judy Bishop, Chris Harbour, Jane Ireland, and Kathy Rothfus present. Also present was Library Director Nicole Morgan.

**Minutes:** Motion was made by Bishop, seconded by Ireland, to approve the minutes of the December 21, 2015, Board meeting. Motion passed.

**Board Correspondence, Public Input or Friends Report:** None

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

**State Accreditation and Direct State Aid:** Nicole told the Board that she has begun completing the application for the library's State Accreditation and Direct State Aid, which is due February 28. She said that the Collection Development Policy needs to be reviewed before that date. The library is currently at a Direct State Aid Tier I rather than a Tier III because we didn't meet a minimum 10% of total operating funds for purchasing materials for the library's collection. Our 3-year average was 8%. Scott Dermont at the State Library is looking at our library's Operating Income and Expenditures reported on the Annual State Report from the past fiscal years to be certain that our average is being reported correctly.

**Magazine Jobber:** At staff request, Nicole is looking into magazine jobbers, and she currently has 3 requests for bids out. Although having used a magazine jobber in the past, staff is currently ordering individual magazine titles from Amazon, and the titles expire at various dates. With a magazine jobber, subscriptions would come due once a year, and titles may be added anytime during the year. Titles would be reviewed annually to see if they were still relevant for our collection.

**Contracting Cities:** Nicole told the Board that the agreements with the 6 contracting cities have been prepared. The contract pricing reflects a .5% increase from the FY2015/2016 contract price, as reflected by the consumer price index. Under New Business, Nicole will be requesting approval of the .5% increase for the contracting cities.

**County Appropriations Request:** Nicole, along with City Manager Michael Schrock and Paulette Groet met with the County Supervisors on January 12 to request funding for the library. The request was for \$100,000 for FY 16/17. This funding is put in the City's General Fund and budgeted for library services. The County is currently paying a \$1.50 per checkout for County patrons. We are asking that this is increased to \$3.17 per checkout per patron. The City is currently paying \$4.91 per checkout per patron. The County Supervisors seemed agreeable, however made no commitment at the time.

**Committee Reports:**

**Staff Committee – Jane Ireland, chair:** Jane said that everything was off to a good start with our new director, Nicole.

**Budget & Finance Committee – Michael Collins, chair:** None

**Policy & Planning Committee – Judy Bishop, chair:** Bishop said that the committee will meet in February to review the Collection Development Policy for accreditation.

**Technology Committee – Ken Allsup, chair:** None

**Building & Grounds – Chris Harbour, chair:** None

**Unfinished Business:** None

**New Business:**

**Contracting Cities:** Nicole requested a .5% increase in the pricing for the 6 contracting cities for FY 16/17 based on the consumer price index. After discussion, motion was made by Bishop, seconded by Ireland, to approve a .5% increase in pricing for the 6 contracting cities for FY 16/17. Motion passed.

**Approval of Claims:** Motion was made by Ireland, seconded by Rothfus, to approve payment of the January claims. Motion passed.

**President's Remarks:** None

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

The next regular meeting will be on Monday, February 22, 2016, at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Susan Hasso  
For the Board