

MINUTES
OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES
MONDAY – APRIL 25, 2016 – 4:00 P.M.

The meeting was called to order by Board member Judy Bishop in the absence of the Board president and vice-president. Roll call was taken by Board Secretary Susan Hasso with Trustees Ken Allsup, Jane Ireland, and Sally Posovich present. Chris Harbour was present for discussion and voting by speaker phone. Also present was Library Director Nicole Morgan.

Minutes: Bishop said that there was a correction in the March minutes. The vote on the LOST (Local Option Sales Tax) was to be in May not September as stated in the minutes. Motion was made by Allsup, seconded by Posovich, to approve the corrected minutes from the March 28, 2016, Board meeting. Motion passed.

Board Correspondence, Public Input, or Friends Report: None

Director's Report: Nicole highlighted her printed report of Programs and Events. Nicole told the Board that on April 27th she would be meeting with the Optimist Club to promote the Library and upcoming programs.

April 30th is Healthy Kid Day at William Penn University. Kilie and Nicole will have a booth with two tables, one promoting Summer Reading and another one to encourage interactive play and creative thinking.

On May 2, the Friends of the Library will be sponsoring *At Home in the Heartland: Stories of How Iowans Got to be Us*. The exhibit will feature both a Bus-eum and a live presentation at the library. The Bus-eum will be open from 4:30 p.m.-7:30 p.m., and the live presentation will be at 5:30 p.m. in the library.

On May 14th, the library will offer a bicycle safety class presented by the Des Moines Bicycle Collective and Bobzilla's Bicycle Werks. The class will be in collaboration with the Police Department's Bicycle Rodeo. The Des Moines Bicycle Collective will also be donating bikes for underprivileged youth as well as collecting bicycles that are no longer in working condition or that people are no longer using.

Nicole told the Board that the Summer Reading kick-off is scheduled for June 2.

Nicole announced that Paulette will be retiring May 31st. Her last working day will be May 25th. Paulette's job will be posted for ten days, ending May 9th. While we wish Paulette best of luck in her retirement, she will be missed greatly. Nicole is currently looking over the applications for the part-time position.

Nicole told the Board that when the library completed its re-certification, we are back at a Tier III status, which is the highest status given by the State Library.

The library newsletter will be going out by email.

Committee Reports:

Staff Committee – Jane Ireland, chair. Paulette talked with Nicole about her job description, and Nicole met with the Staff Committee to look over it.

Budget and Finance Committee – Michael Collins, chair: None

Policy and Planning Committee – Judy Bishop, chair: Becky Heil from the State Library will be at May's Board meeting for a two-hour presentation on the library's Strategic Plan.

Technology Committee – Ken Allsup, chair: Ken and Kathy met with Nicole to discuss how best to reach people with the library's newsletter. The committee recommended that Nicole pay Constant Contact by the month until the Strategic Plan is completed and there is a plan on how best to market the library.

Building and Grounds Committee – Chris Harbour, chair: None

Unfinished Business: None

New Business:

Constant Contact :

Nicole said that because the Technology Committee recommended to pay for the Constant Contact on a monthly basis that is what she will do.

New Computers Rotation:

Nicole told the Board that five new computers are budgeted for this year with the funds to come from the Riefe Memorial. Five computers have been ordered through Dell along with \$900.00 in tech support.

Approval of Claims: A motion was made by Allsup, seconded by Posovich, to approve payment of the April claims. Motion passed.

President's Remarks: None.

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

The next regular meeting will be on Monday, May 23, 2016, at 4:00 P.M. in the library meeting room.

Respectfully submitted,

Susan Hasso, Board secretary