

**MINUTES**  
**OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES**  
**MONDAY—May 23, 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 Ken Allsup, Judy Bishop, Keith Comfort, Chris Harbour, Jane Ireland, Sally Posovich, and Mike Sytsma present. Also present was Library Director Nicole Morgan.

**Minutes:** Motion was made by Allsup, seconded by Bishop, to approve the minutes of the April 25, 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.

**Programs and Events:**

On Monday, May 2nd the Friends of the Library hosted *At Home in the Heartland: Stories of How Iowans Got to be Us!* The exhibit featured both a Bus-eum and a live presentation from an expert. The Bus-eum had 72 visitors while the presentation had 39 in attendance. The Friends have been working on the Reading Garden.

May 16th and 17th the library had over 100 Kindergarteners from Oskaloosa Elementary School. While here the students were able to tour the children's area. Nicole read a story about a library card who thought he was a birthday card and talked to the children about the upcoming Summer Reading Program.

June 2nd is the Summer Reading Kick-Off. We have planned for activities, Sno Biz, Summer Lunch Program, and more! This will also be the first day that children and parents may sign up for the summer reading log portion of the program. It should be fun for all!

On June 25th the library will be taking part in the Relay for Life activities. We will be presenting a story time in the Band Stand at 1:00 pm revolving around this year's theme of "Paint Your World Purple."

**Committee Reports:**

**Staff Committee – Jane Ireland, chair:** None

**Budget & Finance Committee – Michael Collins, chair:** The Budget and Finance Committee met to discuss Paulette's retirement pay-out of benefits. They will have a recommendation under New Business. Nicole told the Board that Chris Lobberecht has been offered the position and he has accepted. Nicole said that Kilie Steel has resigned.

**Policy & Planning Committee – Judy Bishop, chair:** Bishop said the Becky Heil from the State Library is here today to present to the Board how to construct a strategic plan for the library. The Board will be meeting with Becky after their regular Board meeting.

**Technology Committee – Ken Allsup, chair:** Nicole explained that the switch on the server failed. This presented an emergency for the library, because when the library's server went down so did the City's server. The switch has been replaced.

**Building & Grounds – Chris Harbour, chair:** Harbour said that Building and Grounds had met to discuss the condenser unit in AHU #4 that is not working. He said that they have received quotes from both Winger and Baker. Nicole said that there is another compressor in AHU #3 that is not working properly.

**Unfinished Business:** None

**New Business:**

**Reallocation of Unused Funds:** Nicole asked to reallocate \$12,500 of unused general funds from this fiscal year to pay for Paulette Groet's pay out for her retirement. Motion was made by Ireland, seconded by Sytsma, to reallocate \$12,500 of unused general funds from this fiscal year to pay for Paulette Groet's pay out for her retirement. Motion passed.

**Wine and Coloring Program:** Nicole requested approval to hold a wine tasting and Adult Coloring Program in collaboration with Hy-Vee Food Stores. The event would take place at Hy-Vee and would be at no cost to the library or its patrons. Motion was made by Posovich, seconded by Ireland, to approve the Wine and Adult Coloring Program in collaboration with Hy-Vee. Motion passed.

**Approval of Work by Winger:** Nicole requested approval of work by Winger on all A/C units in the building, including checking of and filling coolant as well as inspection of A/C units. Motion was made by Harbour, seconded by Posovich, to approve the work by Winger on all of the A/C units in the building. Motion passed.

**Approval of Work for Replacement of Compressor:** Harbour said that they had received two proposals for replacing the compressor in AHU #4. Motion was made by Harbour, seconded by Allsup, to approve the work by Winger for the labor costs associated with the replacement of a new compressor for AHU #4. Motion passed.

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

**President's Remarks:** Collins asked the Board to think about what options Nicole could have to deal with emergency items over \$500.00 that need to be dealt with right away and need Board approval because they are over \$500.00. A suggestion was that Nicole could call the Board president and chair of Building and Grounds to discuss emergency repairs over \$500.00 rather than calling an emergency Board meeting.

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

The next regular meeting will be on Monday, June 25, 2016, at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Susan Hasso  
For the Board