

MINUTES
OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES
MONDAY – JULY 30, 2012 -- 4:00 P.M.

The meeting was called to order by Vice-president Judy Bishop. Roll call was taken by Board secretary Susan Hasso with Trustees Michael Collins, Paul Groenenboom, Jane Ireland, Kathy Rothfus, and Candace Slobe present. President Mike Sytsma arrived later. Also present were Interim Library Director City Manager Michael Schrock, Jr. and Keith Miller, president of the Friends. A representative of both Osky News and CRI attended the meeting.

Board Correspondence: Bishop asked if there was any correspondence. Schrock said that he had spoken with a long-time library patron, who had allowed his account to lapse. The patron was unhappy about being put on the 6-month probationary status when applying for his new card.

Minutes: Motion was made by Slobe, seconded by Rothfus, to approve the minutes of the June 18, 2012, special Board meeting. Motion passed. Motion was made by Ireland, seconded by Sytsma, to approve the minutes of the June 25, 2012, Board meeting. It was suggested that the minutes include Nancy Simpson and a representative for the Oskaloosa Herald as present at the meeting. Motion passed with the addition.

Public Input or Friends Report:

Keith Miller, president of the Friends, reported that the Friends will have a booth at Sweet Corn Serenade to promote memberships and sell engraved bricks. Proceeds from the brick sales will go toward the Reading Garden. The program on Downton Abbey will be October 16, 2012, at the library and will include high tea.

Director's Report:

Library director recruitment update: Schrock presented to the Board the search committee's recommendation of candidates to interview for the position of library director. Schrock said that when the Search Committee met to review the applications, there were 14 applicants, from which five were chosen to be interviewed. Schrock suggested that interviews be held Monday and Tuesday of next week. Motion was made by Bishop, seconded by Collins, to interview in open session next Monday and Tuesday, August 6th and 7th, the five applicants that have been recommended by the Search Committee. Motion passed.

Reading Garden: Schrock told the Board that the newly revised Reading Garden Committee met. Schrock also met with Dan Brice of DB Landscaping, who definitely wants to be part of the project. Schrock is waiting to hear back from Brice with his numbers. There will need to be additional fundraising in order to move forward with the project. Since the full plan was never priced out, the committee will need to figure the amount of the project and see about the fundraising.

New Computers: Schrock said that the Board had been told that the four new computers for staff and public were budgeted in the Capital Improvement Projects (CIP) budget; but they were not budgeted in the CIP. The City's general fund will cover the cost of the four new computers, and the budget will be amended later.

FY 2012 yearend report: Schrock reported that the library's budget did not go over for FY 2012, but that it was close.

Cartooning Workshop: The three cartooning workshops offered by David Ayala were very successful. The workshops were funded with funds from the David Jackson memorial. Jackson's mother donated two of his original cartoons to the library. They have been framed and hung in the teen room.

A/C Unit and insurance claim: In the case of the library's A/C unit that was possibly damaged by lightning, the City's deductible is \$5000 and the cost of the repair is less than that.

Cunningham letter and response: Schrock gave the Board a copy of City Attorney David Dixon's letter to Cunningham's. He asked the Board to review the letter and they would discuss it at next month's meeting.

Library sidewalks, Carpet Replacement, and Planning Grant: Schrock said that there has been no additional work done on the issues of the library sidewalks, carpet replacement, and the planning grant at this time. After discussion, the Board decided to table further discussion of carpet replacement at this time. Motion was made by Ireland, seconded by Bishop, to table discussion of carpet replacement. Motion passed.

Committee Reports:

Staff Committee – Jane Ireland, chair: Ireland suggested starting interviews at 9:00 a.m. instead of 1:00 p.m. The Board agreed with the suggestion.

Budget & Finance Committee – Judy Bishop, chair: No report.

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

Technology Committee – Kathy Rothfus, chair: No report.

Building & Grounds – Bryan Johnson, Chair: No report.

Unfinished Business: Schrock told the Board that the library had an invoice from Baker Group for re-piping the boilers at a cost of \$2553.00. At this time, the work has not been completed. Schrock asked the Board for authorization to move ahead with the repairs if they are needed. Motion was made by Ireland, seconded by Rothfus, to give Michael Schrock authorization to move ahead with the re-piping of the boilers. Motion passed

New Business: None.

Financial Report/Approval of claims: Motion was made by Bishop, seconded by Slobe, to approve payment of the July claims. Motion passed.

President's Remarks: Sytsma thanked Michael Schrock for all of his hard work and efforts serving as interim library director. Sytsma said that this is an exciting time for the library as it searches for a new director. He asked Board members to think about possible candidates to fill the two vacant Board positions and encourage them to apply.

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

The next regular meeting will be on Monday, August 27, 2012, at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Susan Hasso
Library Administrative Assistant
for the Board