

MINUTES

OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES

MONDAY – JUNE 25, 2014 -- 4:00 P.M.

(Due to the lack of a quorum on June 23, 2014, the Library Board meeting was re-scheduled on Wednesday, June 25, 2014.)

The meeting was called to order by Board president Judy Bishop. Roll call was taken by Board secretary Susan Hasso with Trustees Michael Collins, Jane Ireland, Sally Posovich, and Candace Slobe present. Also present was Library Director William Ottens.

Minutes: Bishop called for a motion to approve the minutes of the May 19, 2014, Board meeting. Motion was made by Posovich, seconded by Slobe, to approve the minutes of the May 19, 2014, Board meeting. Motion passed.

Board Correspondence, Public Input or Friends Report: Present at the meeting was a William Penn student and her mother. The student is taking a class in collaboration, and she wanted to observe the Library Board meeting for her class.

Also present at the meeting was Martha Comfort, who is the director of the Oskaloosa Summer Lunch program. Martha explained that the program is funded by the USDA and sponsored by the Department of Education. Locally, the Central United Methodist Church is the non-profit sponsor for the program. Martha said that in Oskaloosa 53.8% of school age children qualify for free or reduced lunch during the school year. This program provides these children with lunch three days a week during the summer. The program is currently serving 100 children a day at three lunch sites and has 140 volunteers.

William told the Board that Paul Groenenboom had contacted him, and Paul said that he is resigning from the Board. William asked Board members to think about a county person that might fill that position.

Director's Report: Library Director William Ottens highlighted some of the items in his report to the Board.

Part time Library Assistant and Page: William told the Board that all library positions are now filled. Julie Dunne-McKee, who previously was employed as our page, began as part time library assistant at the beginning of June. William hired LeAnn DeGroot to fill the page position. However, LeAnn injured her knee at work, so we are waiting to hear the results of that injury.

Programs and Events Update: William said that the Summer Reading program is off to a fantastic start. There were 200 children that signed up at the kick-off party, and 100 adults and 50 teens picked up reading logs that day. Rick Eugene Brammer's magic show attracted about 250 children and parents. William said that the library may have to consider partnering with the George Daily Auditorium or Webster school in order to accommodate the crowds that attend the special events. Attendance at the regular children's programs has been consistent. William said that Kilie is doing a wonderful job as children's librarian. He is pleased with the direction that she is taking the department. Teen programs have been well attended, especially Dungeons and Dragons and the Messy Games at Edmundson Park. William said that 80 people attended the program by Chad Lewis, paranormal researcher. On July 22, Doug Wilson will present a program on the Muchakinock mining camp.

Light Poles Update: S & S Painting has completed the painting of the light poles, and the invoice is in this month's claims. The light poles look great.

Reading Garden Fence: William said that he has reported the problems with the reading garden fence to the Friends of the Library. The Friends plan to check with the City Manager to see what his recommendations are.

Boiler Piping Leak: On Friday, June 13th, Mike C. noticed a leak in the Boiler Room. Baker Group was called to inspect the boiler piping. The inspection revealed five areas that needed repair. Four of those repairs have been completed. They are waiting to re-wrap the pipes until

they are sure that the leak is fixed.

Committee Reports:

Staff Committee – Jane Ireland, chair: None.

Budget & Finance Committee – Judy Bishop, chair: None

Policy & Planning Committee – Candace Slobe, chair: None

Technology Committee – Kathy Rothfus, chair: William reported that the committee had met. They looked at all of the library's equipment and developed a 5-year rotation replacement plan. William also said that the self-check machine on the second floor is failing more often and needs to be replaced.

Building & Grounds – Michael Collins, chair: Mike said that the committee met. They talked about the boiler piping, the fence, and the light poles. The committee is planning to meet the second Thursday of the month.

Unfinished Business: None.

New Business:

Oskaloosa Summer Lunch Program: Motion was made by Ireland, seconded by Posovich, to approve that the library serve as a lunch site for the Oskaloosa Summer Lunch program. Martha explained the logistics of the program. William said that the library's involvement with the program would have a positive impact on the library. After discussion, Bishop called for the vote. Motion passed. The program will begin at the library on Monday, June 30.

3M Self-check Machine: Motion was made by Posovich, seconded by Slobe, to approve the purchase of a 3M SelfCheck System Model 6422 at the cost of \$16,620.00 with \$5,000 to come from the Riefe Memorial Fund, \$5,000 to come from the Dillon 3M Repair Fund, and \$6,620 to come from the Library Maintenance Fund. After discussion, Bishop called for the vote. Motion passed.

Election of Officers: Motion was made by Ireland, seconded by Slobe, to table the election of officers until the July meeting. Motion passed.

Approval of Claims: Motion was made by Ireland, seconded by Collins, to approve payment of the June claims. Motion passed

Library Director Salary: William told the Board that the City has approved a 2.5% increase for part time wages and department heads. However, the increase cannot be implemented for the Library Director position until it has passed Library Board approval. At that time, William excused himself from the meeting. Motion was made by Ireland, seconded by Posovich, to approve the 2.5% wage increase approved by the City for Library Director William Ottens. Motion passed.

President's Remarks: None

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

The next regular meeting will be on Monday, July 28, 2014, at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Susan Hasso
Library Administrative Assistant
for the Board