

MINUTES

OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES

MONDAY – FEBRUARY 23, 2015 -- 4:00 P.M.

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

Minutes: Motion was made by Posovich, seconded by Allsup, to approve the minutes of the January 26, 2015, Board meeting. Motion passed.

Board Correspondence, Public Input or Friends Report: None

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

Programs and Events Update

Kilie had two successful special programs for youth in February. Kilie had 20 kids at her *Harry Potter Book Night*. This program has sparked interest in a regular monthly book club/activity program for teens, which we'll be starting in March.

There were 12 teens at our Mask and Mustache Masquerade, and the teens enjoyed Blue Zones inspired snacks, minute mysteries and a photo booth opportunity.

We'll have Teen Tech Week from March 9-14. Each day of the week, we'll have a different technology related activity for teens, starting with a Tech Tear Apart on Monday. Other programs will include The Science of Doctor Who, a YouTube request hour, vintage video game day, robotics demonstration and a screening of *Back to the Future Part II*.

February's computer classes have seen full registration and attendance, and our Tech Help sessions have also been busy. March classes will be at 1:00 p.m. on Wednesdays and include Computer Basics 1 and 2, Microsoft Word, and Digital Photos.

William has proceeded with research for the *Prohibition in Eastern Iowa* and beer tasting event. He spoke with the Alcoholic Beverage Division. He has checked with the City's public works director, chief of police and the city attorney, and they've confirmed that there is nothing in the state or city code or zoning that would restrict the beer tasting. He has also checked with the City's insurance provider to see if the library needs dram shop coverage. Margaret from Midwest One said it should fall under the City's general liability and she is confirming that with the company. William has also received the approval of the City Manager.

Reading Garden Fence Repair

db Landscaping has repaired the Reading Garden fence, and has provided an invoice. The invoice came in under the quoted amount, but the quote included bedding which was not laid. We can have this done when weather conditions improve.

Second Floor Men's Restroom Repair

A urinal in the men's restroom on the second floor began leaking. Mike said that it would be preferable to have a professional do the replacement. Mike finally heard back from the plumber, and the repair should be done this week.

First Floor Restroom Repair

Mike C. reported that the door of the restroom on the first floor was falling away from the trim. In order to repair it, Mike needed to remove the trim and secure the wood frame by drilling and bolting it to the concrete. This needed to be done because the weight of the door

would continue to pull the trim away from the wall if not secured. Mike has completed the repair.

Biographies

A number of patrons have expressed a desire to have a separate section in the adult department for biographies. At this time they are interfiled with the nonfiction titles according to their subject and Dewey classification. In the coming weeks, the biographies will be pulled, re-catalogued, and placed in a biography section just beyond large print. They will be organized by the last name of the person the biography is about, and then by the last name of the author if there are multiple biographies for an individual.

Library Book Sale

William has worked with the Friends of the Library to help with the library book sale, which will be the week of April 13, in addition to library staff. William gave the Board a schedule of times that need additional help if any of the Board would like to volunteer time.

Love Your Library Month

February is Love Your Library Month, and we have been inviting patrons to fill out “love bugs” to tell us why they love the library. For continuing education this month, William shared some of the reasons our patrons love the library. William said that whenever he asks for patron comments, there are always comments about the helpfulness, friendliness, and professionalism of the staff. He said that he is very proud of the staff.

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: None

Building & Grounds – Michael Collins, chair: None

Unfinished Business:

a. Service to Non-Open Access Residents

William looked through the State’s policy on the Open Access program and found nothing that strictly prohibits the library from providing service to residents from cities that do not have a library and do not contract with a library. However, for patrons in these cities, we cannot claim them as Open Access and will not get reimbursed for their usage. William requested the Board entertain a motion to either deny or continue providing service to patrons that are residents of non-Open Access cities. Motion was made by Harbour, seconded by Posovich, to continue providing service to patrons that are residents of non-Open Access cities.

New Business

Summer Lunch Program at the Library

Martha Comfort and the Summer Lunch Program are again requesting that the library serve as a site for the program this year. Like last year, they will provide the food, a site manager and all volunteers to serve a meal. This year, we have suggested a start time of 11:30 a.m. in order to catch the preschool story time crowds. They have also offered to provide healthy snacks for kids who participate in the afternoon programs during Summer Reading. For this, they would bring the food to the library, but would need library staff (or our Musco Interns) to keep track of how many kids take a snack. In addition, they have also offered to provide hot dogs and food for our Summer Reading kickoff. This will help them promote the Summer Lunch Program to kids in the community, as we typically get between 200 and 250 kids and parents at our kick off parties. A motion was made by Posovich, seconded by Allsup, to approve that the Library serve as a Summer Lunch Program site, and that we accept their offer to provide snacks at our afternoon programs and food for our Summer Reading kickoff

party at no cost to the library. Motion passed.

b. Heritage Quest and Ancestry Library Edition Renewal

William is seeking funding support from the Friends of the Library for the renewal of the Heritage Quest and Ancestry Library Edition genealogy resources at a cost of \$2,566. Since the Friends did not have enough members at their last meeting to make a decision on the request, William asked the Board to table any action on the item until the Friends can make a decision on the request. A motion was made by Harbour, seconded by Collins, for the Board to table the renewal of Heritage Quest and Ancestry Library Edition. Motion passed.

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

President's Remarks: None

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

The next regular meeting will be on Monday, March 23, 2015, at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Susan Hasso
Library Administrative Assistant
for the Board