

**MINUTES**  
**OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES**  
**MONDAY—MARCH 23, 2015—4:00 P.M.**

The meeting was called to order by Board Vice President Michael Collins. Roll call was taken by Paulette Groet with Trustees Ken Allsup, Chris Harbour, Jan Ireland, Sally Posovich, Kathy Rothfus, and Candace Slobe present. Also present was Library Director William Ottens.

**Minutes:** Motion was made by Rothfus, seconded by Allsup, to approve the minutes of the February 23, 2015, Board minutes. 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**

Teen Tech week went pretty well. Teen Take Apart had 4 teen but by the end of the week our Classic Video Game Day had 9 teens.

March's computer class turnout was not as high as February but had a good number of people for Tech Help sessions. April's classes will be held on Thursdays at 5:30 p.m. and will include Computer Basics and classes on Facebook.

We will be receiving a History of the Book traveling exhibit from the Iowa Center for the Book, which will have a displayed in our case near the front entrance. The exhibit will include artifacts, replicas and hand-on activities related to the history of printing and books around the world. There will be 2 programs related to the display. More information regarding the programs will come at a later time.

The Prohibition in Easter Iowa event is set for 6:00 p.m. on Monday, April 27<sup>th</sup>. Cellar Peanut Pub will be providing samples of local, Iowa craft beers after the presentation. Samples will be under an ounce and served to participants who are 21 years old or older.

**Biographies Update**

William has finished going through the nonfiction collection pulling biographies. The items have been re-cataloged and new labels have been placed on them. The nonfiction have been shifted to accommodate the biographies just behind the large print.

**Public Library Trustees Code of Ethics**

Excerpts from the Iowa Library Trustees Handbook on the Public Library Trustees Code of Ethics were provided to the trustees for discussion. This will serve as this month's continuing education discussion which is part of the requirements for library accreditation.

**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. Heritage Quest and Ancestry Library Edition Renewal**

William updated the trustees on the funding of Heritage Quest and Ancestry Library Edition renewal. The Friends of the Library have agreed to pay half of the \$2,566.00. The Friends part will be \$1,283.00 which will be deposited in to the Adult Memorial account for payment. William then requested the Board approve \$641.50 to be used from the General Fund and \$641.50 to be used from the Genealogy Fund. Motion was made by Harbour, seconded by Allsup, to approve the payment for Heritage Quest and Ancestry Library Edition renewal. Motion passed.

**New Business**

**Lib-Lime annual fee for Koha**

Motion was made by Rothfus, seconded by Ireland, to approve payment of the annual Lib-Lime fee of \$2,500.00, to come from the General Funds under Technology Services Expenses. Motion passed.

**Children’s Room Furnishings**

Each year the library receives a portion of the Lacey Memorial Trust, which is deposited into the Children’s Memorial Account. The guidelines of the trust explain that half the amount should be spent on materials for the collection and half on the upkeep and furnishings of the children’s department. Handouts were provided to the Trustees showing the furnishings requested for the children’s area. Items in the handouts were 3 Puzzle Computer Desks, 2 CPU Stands, A Place for Everyone Carpet, Samsung 22 inch TV, and a Mobile Book Organizer. Motion was made by Ireland, seconded by Rothfus to purchase the needed furnishings with payment to come from the Children’s Memorial, not to exceed \$3,500.00. Motion passed.

**Approval of Claims:** Motion was made by Harbour, seconded by Posovich, to approve payment of the March claims. Motion passed.

**President’s Remarks:** None

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

The next regular meeting will be on Monday, April 27, 2015, at 4:00 p.m. in the library meeting room.

Respectfully submitted,

Paulette Groet