

MINUTES
OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES
MONDAY, August 22, 2022 —4:00 P.M.

The meeting was called to order by Board President Michael Collins.

New Trustee Brant Bollman took his oath of office.

Roll call was taken by Administrative Assistant DeBoer with Trustees Brant Bollman, Sharon Hammes, Julie Hansen, Sarah Kienzler, Scottie Moore, Diana Pearson, Minnie Richardson, and Lindsay Thomas present at the meeting. Director Gaughan was also present.

Minutes: Collins called for a motion to approve the minutes from the July Library Board meeting. Motion was made by Moore, seconded by Hammes, to approve the minutes from the July 25, 2022, Library Board meeting. Motion passed.

Board Correspondence, Public Input, and Friends' Report: Director Gaughan shared that an email update had come regarding the pollinator project in the reading garden that had been brought to the board in May. IDALS approved cost-sharing the library pollinator planting at 75% through the watershed project. Green Iowa AmeriCorps has submitted a grand proposal to George Daily for the remaining 25%. If that passes, the pollinator project could cost the library nothing or very little. The full cost needs to be fundraised; as Reading Funding is not from the General Library budget.

The Friends met on Thursday. Currently they are looking for board members. Their By-laws now include term limits so they are trying to phase in new members as old ones step down. They are aiming to replace three members in October.

Trustee Moore brought public input to the Board. She has had two individuals come to her regarding the east-facing doors of the library. The doors themselves are in good condition, however the paint on the doors needs removal. Director Gaughan shared that it is in the plans for this fiscal year for the doors to be stripped, sanded, and stained. This will be an in-house project. Mike Calzaretta – facilities manager – is working on getting prices for supplies he would need to complete the project. He is predicting two to three days of work.

Director's Report: Director Gaughan told the board:

- She welcomed Brant Bollman to the board.
- Staff are continuing to work toward completing the nine online safety courses for city employees. They have to be completed by November first.
- Linda McCann is coming to speak on October 25, 2022 at 6 pm. She will speak on Genealogy Research and the program is sponsored by the Friends.
- The week of August 29, Director Gaughan will be returning to a Monday-Friday schedule with every 5th Saturday as her Saturday to work.

Committee Reports:

Staff Committee – Lindsey Thomas, chair: None.

Budget & Finance Committee – Michael Collins, chair: None.

Policy & Planning Committee – Lindsay Thomas, chair: None.

Technology Committee – Sharon Hammes, chair: Met via email. Will discuss in New Business.

Building & Grounds – Michael Collins, chair: None.

Fundraising Committee – Diana Pearson, chair: None.

Unfinished Business:

- a. **Monthly Library Board Training:** The Library Board has agreed to spend 20 minutes each meeting receiving training. This will meet requirement number 8 for Tier 3 Accreditation. Director Gaughan walked the Trustees through several handouts available at the library. She explained the Bridges booklet,

the Adventure Pass Program handout, the Friends of the Library handout and benefits, and the pamphlet regarding library services and hours.

New Business – Consent Agenda:

All items appearing on the Consent Agenda are considered routine by the Library Board and shall be enacted by one motion. If discussion is desired, that item shall be removed, discussed separately and approved by a separate motion by the Library Board.

- a. **Approval of MidAmerican Invoice(s):** The July invoices for utilities and for the Reading Garden meter totals \$2,569.30 and is to be paid from the General Fund, line 6371.
- b. **Approval of OverDrive Invoice:** Annual invoice for OverDrive (eBook, eMagazine, Digital Audiobook, and online video service). The invoice totals \$2727.18 and is to be paid from the General Fund, line 6502.
- c. **Approval of AirCon Invoice:** Invoice for the replacement of the blower motor in the smart boiler. This totaled \$1,896.00 and is to be paid from the General Fund, line 6310.
- d. **Approval of Women’s Club Invoice:** Invoice for 37 large print books from Center Point Large Print. Invoice totaled \$1,056.02 and is to be paid from the Memorial Fund, line 6502.
- e. **Approval of AirCon Invoice:** Quarterly agreement for PM Inspection. Invoice totaled \$1,482.00 and is to be paid from the Library Maintenance Fund, line 6490.

Motion was made by Hansen, seconded by Moore, to approve the Consent Agenda. Motion passed.

New Business – Regular Agenda:

- a. **Approval of Annual Computer Purchases:** The library received two quotes, one from Dell and one from ITSavvy. The technology committee met via email about the two quotes, and the Dell quote is slightly lower in cost, and has better specs and warranties for the computers and monitors. The quote includes seven monitors, three micros for the staff areas and one tower for Director Gaughan’s computer.

Motion was made by Hansen, seconded by Hammes, to agree to the Dell Computer quote. Motion passed.

- b. **Discussion and Decision on the Loan of a Piece of Art by a Local Artist:** Motion was made by Pearson, seconded by Kienzler, to approve discussion of this topic. Motion passed. A local artist approached Director Gaughan regarding loaning a painting to the library for a temporary display. The Board had thorough discussion regarding not only this piece of art, but public displays of art in the Library as a whole. The Board had concerns about liability, appropriateness, and “gatekeeping” of temporary displays of artwork. Through this discussion, the Board agreed that at this time, temporary displays of art by community members was not something that they were ready to pursue.

Motion was made by Bollman, seconded by Pearson, to decline showing community submitted art in the library at this time. Motion passed.

Approval of Claims: Motion was made by Kienzler, seconded by Richardson, to approve payment of the August claims. Motion passed.

President’s Remarks: Collins welcomed Brant Bollman to the Board of Trustees.

Adjournment: Motion was made by Moore, seconded by Pierson, to adjourn. Motion passed.

The next regular meeting will be on Monday, September 26, 2022, at 4:00 p.m., on the 3rd floor of the library.

Respectfully submitted,
Gracia DeBoer
For the Board