

MINUTES
OSKALOOSA PUBLIC LIBRARY BOARD OF TRUSTEES
MONDAY, August 28, 2023 — 4:00 P.M.

The meeting was called to order by President Julie Hansen.

Roll call was taken by Director Gaughan with Trustees Brant Bollman, Julie Hansen, Sarah Kienzler, Sam Mead, Scottie Moore, Diana Pearson, Minnie Richardson, and Lindsey Thomas were present at the meeting. Director Gaughan was also present.

Minutes: Hansen called for a motion to approve the minutes from the July Library Board meeting. Motion was made by Moore, seconded by Mead, to approve the minutes.

Board Correspondence, Public Input, and Friends' Report: Director Gaughan told the board that there were two pieces of Board Correspondence. One piece was from the Book Vault. The Library participated in their "Where's Waldo" event, and the Book Vault thanked them for joining and look forward to continued partnership. The other was from the Sweet Corn Serenade committee for hosting an Activity Center during that event. Director Gaughan gave the Friends report – the Friends will be participating in the Community Fair at William Penn on Thursday, August 31. They also sponsored the Linda McCann presentation. The Friends are also getting their reimbursements for the Reading Garden Native Plantings project now that all the paperwork is completed. There were no members of the public present.

Director's Report: Director Gaughan told the board:

- The Police Department came to the Library for a special Story Time on August 15. The Chief and 5 additional officers, as well as Rocky the police dog and 3 police vehicles brought 52 attendees.
- The Fire Department came for a special Story Time on August 17. The Chief and 2 lieutenants came and brought a fire truck. They had 43 in attendance.
- On August 22, 2023, Linda McCann came and presented on the Cedar Valley Road trolley trail. The Friends of the Library sponsored this, and there were 11 in attendance.
- The small chairs in the Reading Garden are now bolted down and will be out there until mid- November, they will be brought in for winter.
- October 6, 2023, will be the second annual Teen Lock In Reboot. It is a reboot because it is only from 6-11 versus 6 pm to 6 am. Register with a parent/guardian from September 11-30, spots limited to 20.

Committee Reports:

Staff Committee – Sarah Kienzler, chair: None.

Budget & Finance Committee – Julie Hansen, chair: None.

Policy & Planning Committee – Lindsey Thomas, chair: Met via email. Will be handled in New Business.

Technology Committee – Minnie Richardson, chair: None

Building & Grounds – Julie Hansen, chair: None.

Fundraising Committee – Diana Pearson, chair: None.

Unfinished Business:

- a. **Monthly Library Board Training:** The Library Board has agreed to spend 20 minutes at each meeting receiving training. This will meet requirement number 8 for Tier 3 Accreditation. This month, the Library Board reviewed the Iowa Code portions that are relevant to Library Boards. The Code has had some changes, so it was reviewed, and clarification questions were asked by the Board. The Board also completed *Kernels! Helping Users Think Outside the Google Box* from the State Library of Iowa.

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 Invoices:** The August invoices for the Reading Garden and Utilities totaled \$3110.68 and are to be paid from the General Fund, line 6371.

Motion was made by Pearson, seconded by Kienzler, to approve the Consent Agenda. Motion passed.

New Business – Regular Agenda:

- a. **Review of Proposed Changes to Library Board of Trustee Bylaws:** The Library Board Bylaws needed some updates. Updates were passed through the Policy & Planning Committee and reviewed with the full board. Per the Bylaws, the changes made need to be presented at this meeting and approved at the next regular meeting.

Motion was made by Moore, seconded by Bollman, to approve the review of the proposed changes. Motion passed.

- b. **Approval of the MCG Agreement for 30MB Private Side Service for the Library:** This would increase service from 10MB to 30MB. This would be a five-year price agreement. There was further discussion and conversation about the relationship with MCG, Access, and the Library and how that relationship can be navigated for the benefit of Library staff and patrons. Other options are still being explored, but at this time, this is the best option for the Library.

Motion was made by Bollman, seconded by Richardson, to approve the MCG Agreement. Motion passed.

- c. **Announcement of New Library Board Trustee:** The Mayor appointed Tony Hughes to fill the Library Board vacancy. Due to his family vacation, Tony's term will begin September 25, 2023.

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

President's Remarks: President Hansen thanked the Library Board members for attending and for everything they do.

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

The next regular meeting will be on Monday, September 25, 2023, at 4:00 p.m., on the third floor of the library.

Respectfully submitted,
Gracia Ver Steegh
For the Board