

The Oelwein Public Library Board of Trustees will meet on Tuesday, February 11, 2025 at 4:30 p.m. at the Oelwein Public Library.

AGENDA

Roll Call

Agenda Approved

Minutes Approved

Correspondence and communications –

Trustee Training – Open Meetings and Records, part 3

Director’s Report – Foundation Meeting Update, PayPal End Year Report, Meeting Room AV Updates, Library Page, FCLA Meeting with Supervisors, Wings Literacy Event, Diversity Night

Bills Approved –

Unfinished Business

Auto Door Opener Bids

Vinyl Mural/Paint

Chair Rail

New Business

Patron Phone Use

Library Services and Community Expectations

Policy Review – Fax

Adjournment

January

Circulation:

25 January: 3609

24 January: 3411

Computer Use:

25 January: 110 Wireless: 795

24 January: 123 Wireless: 696

Reference Questions: Passports:

25 January: 550

24 January: 486

25 January: 37

24 January: 17

Attendance:

25 January: 2236

24 January: 2046

New Patrons:

25 January: 38

24 January: 22

Program Attendance: Website Visits:

25 January: 55

24 January: 132

25 January: 854

24 January: 577

Acquisitions:

Books 98

Movies 6

Audio 0

BRIDGES Downloads: 475

eBooks: 237

Audio: 211

eMagazines: 27

HOOPLA Downloads: 236

eBooks: 44

Audio: 170

Movies: 8

Comics: 7

Music: 1

TV: 6

The Oelwein Public Library Board of Trustees met on Tuesday, February 11, 2025, at 4:30 p.m. at the Oelwein Public Library.

Present: Kerns, VanDenHul, Mars, Ingersoll, Franzen, and Macken

Absent: Seeders

President Ingersoll called the meeting to order at 4:42 p.m.

Agenda Approved: Mars made a motion to approve the agenda. Seconded by VanDenHul. Motion carried.

Minutes Approved: VanDenHul made a motion to approve the minutes. Seconded by Mars. Motion carried.

Correspondence and communications: To be addressed later in the meeting.

Trustee Training: The board viewed the Open Meetings and Records Law video, part 3, scenarios 1 and 2. Franzen arrived.

Director's Report:

- Foundation Meeting Update
 - The Robert and Ruth Walker Charitable Foundation will be funding the Dolly Parton Imagination Library program for Oelwein though they request the sponsorship label remain with the Foundation and the Friends. In the future, Susan DaCorte, administrator of the RRWCF, would like to work with a representative from Oelwein who could oversee the program for all of Fayette County when she is no longer able to administer the program.
 - The Foundation is contributing \$1000 towards the library painting project.
 - The Foundation is sponsoring a Virtual Reality Game Truck that is coming to Oelwein on July 23. The truck will accommodate 18 multiplayer game consoles and 6 VR stations.
 - Katy Solsma-Bell is the new at-large board member.
- PayPal End Year Report – The library had 40 credit card transactions for a total of \$656.57.
- Meeting Room AV Updates – All of the equipment has arrived. Premier Technology will install on February 17. The board prefers to install the TV where the current projector screen is located.
- Library Page – Lexi, a high school student, is the new Library Page. She started training on February 11.
- FCLA Meeting with Supervisors – The library association met with the Supervisors at the Fayette Library. We had a good conversation about the county funding for the libraries. Supervisors thought libraries would not see cuts.
- Wings Literacy Event- Katie S set up a library info booth at the Decodable Books literacy night at Wings Park.
- Diversity Night – Katie S will set up an info booth on challenged books at the school Diversity Night on March 11.

Friend's Report:

- 94 boxes were sold at the Chocolate Fest; the chocolate was all gone midway through the event.
- Friends bought the 2 Christmas porch trees.

Bills Approved: The list of bills was reviewed. Franzen made a motion to approve the bills. Seconded by VanDenHul. Motion carried.

Auto Door Opener Bids: Three bids were received for replacing the auto door opener on the main entrance.

- Decorah Mobile Glass \$2,400
- Basepoint Building Automations, Cedar Rapids \$3,750
- J&J Access, Davenport \$7,800

Kerns made a motion to accept the bid from Decorah Mobile Glass. Seconded by Franzen. Motion carried.

Vinyl Mural/Paint/Chair Rail:

- Water damaged areas will be repaired and painted.
- Patron Restrooms: The wallpaper will be replaced with commercial grade wallpaper, the ceilings will be repainted, the director will contact a contractor about replacing the sinks, installing auto-faucets, and replacing countertops. The board prefers not to have laminate countertops. Inquires will be made about replacing the countertop in the staff restroom.
- Meeting room: A chair rail that matches the baseboard will be installed. Painting will be done only if needed. No vinyl mural will be installed.

Franzen made a motion to approve these improvements. Seconded by VanDenHul. Motion carried.

Patron Phone Use: A family was concerned about their child not being able to make a long-distance phone call to their cell phone from the library's land line. Kerns made a motion to allow library patrons to make domestic phone calls for up to 2 minutes. Seconded by Franzen. Motion carried.

Library Services and Community Expectations: The board discussed services the community would like to see at the library. Improvements have been made to accommodate space for children and collaborate with the school. Franzen, the school librarian, stated that she has been talking with the children's librarian about working together on some after-school programs. The board agrees that this would be a positive partnership and would be willing to provide funds for program supplies and snacks. A barrier has been a way to get the children to the library if parents or caregivers are not able to drop them off or if the school is unable to schedule bus drivers. Kerns left the meeting at 6:20.

Hoopla: Macken observed that Hoopla has gotten expensive to maintain. Bridges had 6,584 downloads at \$0.23 each whereas Hoopla had 2,323 downloads at \$1.29 each. An advantage of Bridges is that the collection is curated by a rotating panel of Iowa librarians. Hoopla allows all sources of information, including AI generated formats. The board would like to discuss this further at a future meeting.

Policy Review – Fax: The board discussed the Fax policy fees since some of the service fees are affected by long-distance phone calls. The board will keep the policy as is.

Adjournment: Mars made a motion to adjourn the meeting at 6:35.

Respectfully submitted,
Susan Macken

The next meeting will be Tuesday, March 11 at 5:00 p.m.