

Library Board Minutes August 11, 2020

The Oelwein Public Library Board of Trustees held its regular board meeting on Tuesday, August 11, 2020 at 5:00 p.m. at the library.

Present: Gilson, Mars, Ingersoll, Berryman, and Macken

Absent: Kerns

President Mars called the meeting to order at 5:07 p.m.

Berryman made a motion to approve the agenda and the minutes. Seconded by Gilson. Motion carried.

No correspondences.

Trustee Training: The board reviewed the standard on maintaining a current website which has access to the library catalog, information about the library, and links to resources.

Director's Report:

- Youngs Plumbing and Heating did the fall check on the HVAC system and found no concerns.
- The carpeting project is complete. The final amount of \$13,446.64 for tear out and install will be submitted to the Capital Improvement Plan funding.
- Superior Lighting will come back the week of August 17 to finish converting the lights in the atrium.
- One of two exhibits commemorating the 100th anniversary of women's suffrage is on display. The second exhibit will be on display the last week of August. The guest speaker scheduled for August 26 is cancelled due to COVID-19.
- The Certificate of Accreditation signed by the Governor and the State Librarian has arrived. This is valid for three years through June 30, 2023.
- The director will be on vacation from August 27-September 17.

Friend's Report:

- The October book sale is cancelled due to COVID-19.
- The annual meeting and election of officers will be September 14.

Bills were reviewed. Gilson made a motion to accept the bills. Seconded by Ingersoll. Motion carried.

Caulking: Since Karr Tuck Pointing was unable to caulk the stone caps, Seedorf Masonry was contacted. They inspected the building and will be sending a report.

Services and Hours: The library board decided to maintain the current restricted services and hours throughout the month of September. They would like the director to contact the Superintendent of Schools to see if there is a need for families who do not have internet at home but have opted for online classes to utilize the meeting room and tables and internet to do school work.

End Year Report: The end year expense and revenue reports were reviewed.

Policy Review: Gilson made a motion to accept the Health Policy as reviewed. Seconded by Ingersoll.
Motion carried.

Gilson made a motion to adjourn at 5:40 p.m.

The next meeting will be September 8.

Respectfully submitted,
Susan Macken