

Oelwein Public Library Minutes

The Oelwein Public Library Board of Trustees held their meeting on Monday, August 7, 2023 at 5:30 p.m. at the library.

Present: VanDenHul, Berryman, Mars, and Macken

Absent: Ingersoll, Kerns, and Payne

Vice-president Berryman called the meeting to order at 5:30.

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

Correspondences: none

Trustee Training: The board reviewed the standard on providing programs for children ages 11 or younger.

Director's Report:

- Staff will be participating in the school Backpack Night. 400 custom stickers were ordered, information flyers were made, and families will be able to sign up for a library card.
- The youth department received a fully stocked STEM cart valued at \$7,000 through the STEM Scale-Up program.
- The City Council made the decision at the last council meeting to repair the library HVAC system instead of replacing it. Waldinger's from Cedar Rapids will be assessing the units and will give an estimate for repair.
- Dan from Schwickert's met with the director and the city administrator over the proposed roof repairs. Priority A repairs will address the active water leaks at a cost of \$21,000. The City Council will need to approve this expense.
- The library donated library information flyers and incentives to go in the Welcome Bags for the 10 new teachers.
- The children's librarian conducted a survey during the summer reading program final event. The activity that was enjoyed the most was the events; especially the foam cannon and Dr. Bechtel's animals, followed closely by the CD Art and the Magic Show. Comments were positive and appreciative. Participants were glad there were events for all ages, including adults.

Friend's Report:

- The next meeting is August 14.

Bills: Mars made a motion to accept the bills. Seconded by VanDenHul. Motion carried.

Children's Area: Martin Gardner Architects submitted a proposal of \$7,000 for services to design and oversee the construction of an enclosed children's area. Mars made a motion to proceed with the project and hire MGA to oversee the project using funds out of the salary line. Seconded by VanDenHul. Motion carried.

End of Year Budget was reviewed. Passport services brought in \$9,283. The expense line will need to be adjusted in the upcoming budget planning sessions. The board requests number of passports executed in the monthly statistics.

Policy Review: VanDenHul made a motion to approve the Security Cameras policy as reviewed. Seconded by Mars. Motion carried.

Mars made a motion to adjourn at 6:10.

Respectfully submitted,
Susan Macken

Next meeting is Tuesday, September 12 at 5:30.