

The Oelwein Public Library Board of Trustees will meet on Tuesday, July 9, 2024 at 5:15 p.m. at the Oelwein Public Library.

AGENDA

Roll Call

Agenda Approved

Minutes Approved

Correspondence and communications –

Trustee Training – Library Facility – Parking – Handicap Spaces

Director’s Report – Summer Reading Program, Smokey Bear, Creature Feature, Book Clubs, Security Cameras, Hiring New Page, Annual Survey Stats, Director Vacation

Friend’s Report – Sponsoring Imagination Library

Bills Approved –

Unfinished Business

New Business

Non-contracting Cities

Policy Review – Fines and Charges

Adjournment

| | | June/End Year | | | |
|-----------------------|--|------------------------------------|--------------------|-----------------------------------|------------------------|
| Circulation: | | Computer Use: | | Reference Questions: | Passports: |
| 24 June: 3777/44,304 | | 24 June: 91/1262 | Wireless: 642/8527 | 24 June: 413/5571 | 24 June: 10/158 |
| 23 June: 4250/42,928 | | 23 June: 159/1986 | Wireless: 709/7661 | 23 June: 549/5791 | 23 June: 12/182 |
| Attendance: | | New Patrons: | | Program Attendance: | Website Visits: |
| 24 June: 2506/27,120 | | 24 June: 28/581 | | 24 June: 314/2399 | 24 June: 561/6811 |
| 23 June: 2698/26,743 | | 23 June: 32/306 | | 23 June: 366/2033 | 23 June: 689/7296 |
| Acquisitions: | | BRIDGES Downloads: 556/6584 | | HOOPLA Downloads: 200/2323 | |
| Books 146/1219 | | eBooks: 344 | | eBooks: 42 | |
| Movies 9/102 | | Audio: 183 | | Audio: 134 | |
| Audio 4/25 | | eMagazines: 29 | | Movies: 12 | |
| | | | | Comics: 6 | |
| | | | | Music: 3 | |
| | | | | TV: 3 | |

82. The library provides adequate handicapped accessible parking spaces in compliance with the table below. Spaces required by the table need not be provided in the particular lot. They may be provided in a different location if equivalent or greater accessibility is ensured. Refer to chart below for guidance.

| Total Parking | Required Minimum Number of Accessible Spaces (ADA Accessibility Guidelines) |
|---------------|---|
| 1 to 25 | 1 |
| 26 to 50 | 2 |
| 51 to 75 | 3 |
| 76 to 100 | 4 |
| 101 to 150 | 5 |

Oelwein Public Library Minutes

The Oelwein Public Library Board of Trustees held their meeting on Tuesday, July 9, 2024 at 5:15 p.m. at the Oelwein Public Library.

Present: Mars, VanDenHul, Franzen, Seeders, and Macken

Absent: Ingersoll, Kerns

Vice-president VanDenHul called the meeting to order at 5:21 p.m.

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

Correspondence: none

Trustee Training: The board reviewed the standard on providing adequate handicap parking spaces.

Director's Report:

- Summer Reading Program – Sixty-nine people, ranging in ages from young children to adults, were registered for the summer reading program. The registrations last year were 71.
- Smokey Bear Program – Children can read books and earn badges through the Smokey Bear program. The program runs through November 28.
- Creature Feature – This month, Fontana naturalists gave a program on toads.
- Book Club – Oelwein Reads will meet at Ampersand on July 25. They will be discussing *The Annie Year* by Stephanie Wilbur Ash, an Oelwein graduate.
- Security Camera – The garden camera has been taking on water in the lens. A replacement camera is ordered.
- Library Page – Erin is resigning her position to attend college in August. Staff have started advertising for the position.
- Annual Survey – The library board reviewed the annual survey statistics. Downloadable audio usage is low compared to use at other libraries in our size category, especially compared to Independence. Macken will ask their director to what they attribute their high usage. As to youth programming, Franzen will reach out to the chess teacher about holding some of the practices and tournaments at the library. In addition, Franzen would like to bring students to the library for stories and activities, and to check-out books when weather permits. The Husky Adventure funding will end in December.
- Director's Vacation – The director will be on vacation from July 15-August 2.

Friend's Report:

- Friends of the Library are sponsoring the Dolly Parton Imagination Library program for this fiscal year.

Bills: Mars made a motion to approve the list of bills. Seconded by Franzen. Motion carried.

Non-contracting Cities: Discussion was held on whether to allow people to check out library materials if their cities do not have a library and their city has not signed a contract with another city for library services. Oelwein will not receive Open Access reimbursements for items checked out to people from non-contracting cities. Mars made a motion to deny check-out privileges to people from non-contracting cities. Seconded by Franzen. Motion carried.

Policy Review: Fines and Charges – The registration policy states that Out-Of-State cardholders will be assessed an annual \$20.00 library card fee. The director suggests adding this statement to the Fines and Charges policy. Franzen made a motion to approve the policy as revised. Seconded by Mars. Motion carried.

Adjournment: Mars made a motion to adjourn the meeting at 6:00 p.m.

Respectfully submitted,
Susan Macken

Next Meeting: August 13th at 5:15 p.m.