

Oelwein Public Library Minutes – December 20, 2022

The Oelwein Public Library Board of Trustees met on Tuesday, December 20, 2022 at 5:15 p.m. at the library.

Present: Berryman, Mars, Kerns, VanDenHul, Payne, and Macken

Absent: Ingersoll

President Kerns called the meeting to order at 5:20 p.m.

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

Correspondences: none

Trustee Training: The board reviewed the standard on providing a Makerspace for craft activities in the library. Berryman made a motion to start offering a craft cart of a variety of activities for patrons to do at the library that would be available at all times. Seconded by VanDenHul. Motion carried.

Director's Report:

- The FCLA designed a flyer that includes a map showing the locations of the Fayette County libraries with a QR Code for more information about each library.
- The grants for the musical instrument garden are finished and ready for submission.
- Ken's Electric fixed the children's stoplight fixture and the outdoor sconces. The bulbs for the parking lot lights have arrived and are on the schedule to be installed.
- The library's Disaster Plan was updated and submitted to the State Library. For the Northeast Region, Oelwein's plan was chosen to receive the disaster kit supplies, shop vac, and de-humidifier. The kit will be delivered January 13.
- Katie S. started reading to the Head Start students. She plans to make this a monthly event.
- Based on parent feedback, the after school activities has been changed to Thursdays at 4:00.
- The security cameras were temporarily offline from the computers after a power outage. The issue was promptly fixed.
- State funding has arrived. Enrich Iowa is \$2,601.66 and Open Access is for \$1,859.96. Open Access includes \$.38 per open access transaction (out of town users) and \$1.37 per inter-library loan.

Friend's Report:

- Friends are working on sending out a monthly email communication to the members.
- Friends pledged \$2,500 for the musical instrument garden.
- The Christmas tree was decorated and poinsettias were purchased for decorating the library.
- The subscription for the BookPage was renewed.
- The Chocolate Fest will be Friday, February 10 from 4:30-7. The city council gave permission for wine and beer sampling.

Bills were reviewed. The board decided to continue the maintenance contract with Young's Plumbing and Heating. Mars made a motion to approve the bills. Seconded by Berryman. Motion carried.

Policy Review: The Assistant-Director's job description was reviewed. "Fines" was removed as a duty. Berryman made a motion to accept the policy as revised. Seconded by Mars. Motion carried.

Accreditation: The board reviewed the results of the community survey and community demographics. They discussed goals to be included in the library's Five Year Plan.

Mars made a motion to adjourn at 6:30.

Respectfully submitted,
Susan Macken

Next meeting is Tuesday, January 10 at 5:00.