

Library Board Minutes November 10, 2020

The Oelwein Public Library Board of Trustees held its regular board meeting on Tuesday, November 10, 2020 at 5:00 p.m. at the library.

Present: Mars, Gilson, Ingersoll, Berryman, Kerns, and Macken. Also City Administrator Mulfinger.

Absent: Payne

Mars called the meeting to order at 5:03.

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

There were no correspondences.

Trustee Training: The board reviewed the standard on providing computer and internet training for patrons.

Director's Report:

- The study pod will be delivered around January 5.
- The online book club will be meeting December 2 to discuss *Little Fires Everywhere*.
- The 2016 Oelwein Daily Register is in the process of being microfilmed and digitized.

Friend's Report:

- Terri Derflinger is a new board member.
- The Friends are buying more key chains to give to newly registered patrons.
- Friends are considering being a sponsor for the Imagination Library program which sends books monthly to children ages 0-5.
- The next meeting will be via Zoom.

Bills were reviewed. The replacement book drop was covered by insurance. Gilson made a motion to approve the bills. Seconded by Ingersoll. Motion carried.

Library Services and Hours were discussed. Effective November 11, patrons are required to wear masks when in the library building. Staff will plan to be open on Sundays January through March. Berryman made a motion to go back to normal open hours starting in December, but to continue with the service restrictions. Seconded by Kerns. Motion carried.

Mulfinger informed the board that the city council will be discussing the proposed library budget in January. The board is welcome to attend this meeting. The library will have around \$30,000 available for Capital Improvements Projects.

The board reviewed the **Library Lockdown policy**. Gilson made a motion to accept the policy as reviewed. Seconded by Ingersoll. Motion carried.

Gilson made a motion to adjourn. The next meeting will be December 8.

Respectfully submitted,
Susan Macken