

Library Minutes February 12, 2020

The Oelwein Public Library Board of Trustees held its regular board meeting on Wednesday, February 12, 2020 at 5:00 p.m. at the library.

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

Absent: Kerns

President Ingersoll called the meeting to order at 5:00 p.m.

The board met with a representative from Furniture Showcase who showed different carpet samples. The board chose the J&J Inception #1746 "Just a Suggestion" 18 x 36 carpet tile with the Chroma #1961 "Undertone" 12 x 48 carpet tile border. Install will be, inside the middle of bordered areas will be in a herringbone design, outside of all bordered areas will be in an ashlar design running east to west. This includes the meeting room.

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

Correspondences: Oelwein Student Services sent a thank you letter for the library's participation in the Happy, Healthy, Awesome Expo.

Trustee Training: The board reviewed the standard for adding an average of 3% to the collection per year.

Director's Report:

- A program on growing mushrooms will be on February 20. This program is sponsored by the Friends of the Library.
- The application for the EV Charging Station will not be submitted since the cost of the equipment with installation would cost \$25,000. The grant is for \$15,000.

Friend's Report:

- Chocolate Fest is February 14
- A donation of \$500 was given to the library to be used to purchase DVD's.

Bills: Bills were reviewed. Claims for cleaning up from the fire sprinkler water damage from Kane's Kleaning is for \$3,806.22 and from Midwest Sprinkler for repairing the sprinkler head is for \$445.00. Gilson made a motion to approve the bills. Seconded by Mars. Motion carried.

Furnishings: The sofa and chair styles by Cabot Wrenn purchased when the library was built are still in production, but not the fabric. Since the sofa and chair is higher than the estimate submitted by insurance, actual costs will be submitted to insurance for review. The board would prefer to order 2 sofas which would be more complimentary than having a single chair with a different fabric. The board chose Stinson "Hush" in Natural performance fabric for the sofas to be ordered from Hart Associates. The two 10 x 13 area rugs and rug pads will be ordered from Home Depot. The board chose "Sondra Oyster" in durable 100% polyester that is fade and stain-resistant.

Policy Review: The Bylaws were reviewed. Berryman made a motion to accept the Bylaws as reviewed. Seconded by Mars. Motion carried.

Meeting adjourned at 6:15.

Respectfully submitted,
Susan Macken

Next meeting is Wednesday, March 11 at 5:00 p.m.