Library Board Minutes March 8, 2022

The Oelwein Public Library Board of Trustees held its regular board meeting on Tuesday, March 8, 2022 at 5:00 p.m. at the library.

Present: Gilson, Kerns, Berryman, Payne, and Macken
Absent: Mars, Ingersoll
Vice-president Kerns called the meeting to order at 5:03 p.m.
Gilson made a motion to approve the agenda and the minutes. Seconded by Berryman. Motion carried.
Correspondences: none
Trustee Training: The board reviewed the standard on having all library services available when open.

Director's Report:

- City Administrator Mulfinger, Architect Novak, Dan Schefers from Schwickerts, and Building Official Shekleton met via Zoom to discuss the library roof. According to building code, if 10% of the roof needs repair, then the roof needs to be replaced. Therefore, it is recommended that the shingles and solar panels be removed and a secondary roof be placed on top of the existing roof. Channels to allow for airflow would be sandwiched between the two roofs. The roof would be covered with steel. Novak assured that the structure could withstand the additional weight. The attic insulation was discussed. The baffles may be clogged with insulation. The heat ducts on the perimeter of the building may cause heat loss into the attic space and roof resulting in ice dams. A full report will give different options for repair with estimates of cost.
- Lonnie Achenbach, owner of the Subway building, has offered to buy the south end of the library lot for $1,000. A public hearing will he held on March 14 at 6:00 to sell a portion of the library lot. The library board is not in favor of the sale since economic development funds of $45,000 was used to purchase the property. Improvements were made to provide drainage, plant new trees and bushes, and tie the new landscape into the downtown improvements. In addition, future expansion to the library building or city projects such as additional electric vehicle charging stations would not be possible.
- The fire alarm monitoring system was activated by Hawkeye Alarm. The system is checked daily for trouble or maintenance issues. The alarm will activate in alert mode if a fire pull is pulled, the sprinkler heads are activated, or the smoke detectors located in the duct work detect smoke.
- A speaker and author on the Villisca Axe Murders is scheduled for March 15 at 6:30 p.m. The Grand Opening for the Thinking Money for Kids program is scheduled for April 4 from 5-7. There may be a problem getting the exhibit delivered by March 31 and the projected delayed delivery would be April 8.

Friend's Report:

- Mary Frisch is a new board member.
- Friends will sponsor a refreshment table at the exhibit grand opening.
- The book and bake sale is scheduled for April 21-23.

Bills: The high electric bill was discussed. Gilson made a motion to accept the bills. Seconded by Berryman. Motion carried.

Grounds Maintenance: Berryman made a motion to have StewartScapes maintain the grounds during the growing season for $2,484. Seconded by Gilson. Motion carried.

Mulch: Berryman made a motion to have StewartScapes refresh the mulch in the planting beds for $546.25. Seconded by Gilson. Motion carried.

Parking Lot Plantings Renovation: StewartScapes submitted an estimate to replant the parking lot bump-outs with drought resistant grasses and succulents and decorative boulders. The lilac tree would remain. The board would prefer to use rock instead of mulch and would like to know the difference in cost. Macken will inquire about the need to replace the pea rock around the sign.

Weed and Feed: Gilson made a motion to have Scheel's apply weed control and fertilizer to the library grounds in spring and fall for $734.58. Seconded by Berryman. Motion carried.

Security System Upgrade: The board reviewed an estimate from Hawkeye Alarm for $2,830 to upgrade the current security system. Berryman made a motion not to upgrade. Seconded by Gilson. Motion carried.

Policy Review: Gilson made a motion to accept the Safe Patron policy as reviewed. Seconded by Berryman. Motion carried.

Gilson made a motion to adjourn at 6:25.

Respectfully submitted,
Susan Macken

Next meeting is April 12 at 5:00.