

Oelwein Public Library Minutes

The Oelwein Public Library Board of Trustees will meet on Tuesday, August 13, 2024 at 5:15 p.m. at the Oelwein Public Library.

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

Absent: Kerns

President Ingersoll called the meeting to order at 5:17 p.m.

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

Minutes Approved: Mars made a motion to approve the minutes. Seconded by VanDenHul. Motion carried.

Correspondence: OHS Contemporary Affairs sent a thank you for the class visit to the library on how the library is run and the library's connection to the community.

Trustee Training: The board reviewed the standard on providing adequate seating at the library facility. Libraries with populations up to 10,000 are required to have 5 seats per 1,000 population. Oelwein Library has 112 chairs suitable for adults and children available in the main public area of the library. The meeting room has 60 adult chairs and 15 folding chairs, and 16 youth chairs. The foyers have 4 bench seats. Outside has the picnic table with 3 benches, 5 metal benches, the charging bench, and 3 granite benches in the reading garden.

Director's Report:

- Creature Feature – the final creature to be featured is a monarch caterpillar.
- New Page – Erin's last day is August 20th. Linda, the new page starts training on August 13th.
- Bike Path – The cracks are sealed and sealant was sprayed on the asphalt.
- Supervisors – As requested, a letter stating how the county funds were spent was sent to the supervisors.
- The Director will start contacting contractors for inspecting the brick façade. \$10,000 is allowed for this project in the CIP.
- The Director will apply to Fayette County Community Foundation for a grant to update the technical equipment in the meeting room.

Friend's Report:

- The Annual meeting is scheduled for September 4.
- The Appreciation Tea is scheduled for September 26.

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

Arborvitae Trimmed: The lawn care person at one of the neighboring properties cut off all the bottom branches of the library's arborvitae only at the back of this property stating that he thought he was doing the city a favor by mowing down weeds and eliminating mosquitoes. The Oelwein Police Department said that, since there was no criminal intent, it is a civil matter. The library board will not pursue any action.

Donations Offered: A family would like to donate a landscape painting of Italy to the library. As there is limited wall space, the library board declined. A family offered to donate a large table to the library, but has yet to submit the table's dimensions or a picture.

End-of-Year Budget Review: The board reviewed the FY24 expenses and revenues. Revenues remain consistent. The Bequest Fund increased by \$772 as interest was \$11,136 with major expenses of \$9,762. There was \$5,740 left in the utilities line. The May Solar bill of \$1,046 was not taken out of the June bills because of a billing error with BluePath. There was \$1,093 left in the line for mowing and snow removal of the lot next to the library.

Policy Review: The Displays, Postings, and Message Board policy was reviewed. The segment on the message board was eliminated since the new sign that will be installed is not a message board. VanDenHul made a motion to approve the policy as revised. Seconded by Mars. Motion carried.

Adjournment: VanDenHul made a motion to adjourn the meeting as 6:05.

Respectfully submitted,
Susan Macken

Next Meeting – September 10, 5:30