

**Submitted by Anne Iehl - Secretary**

**Alta Library Minutes from February 8, 2024 Meeting below:**

Call to Order by Bruce Hinkeldey at 0517 p.m.

Present: Director: Gigi Nelson Board: Anne Iehl, Willa Casstevens, Colleen Carlson-Konop, Bruce Hinkeldey, Carol Lichtenberg

Absent: Anna Garcia and Colleen Schwanz.

Visitors: Pam Henderson, Denise King, Bonnie McKewon

Approved February 8<sup>th</sup> Meeting Agenda – with change to move presenter Bonnie McKewon after citizen input.

Citizen Input – none

Bonnie McKewon, State Library of Iowa, NW District Consultant – provided Board education on the Public Library Standards Program. There are 542 public libraries in Iowa. Tier 1 libraries meet 29 standards, Tier 2 libraries meet 41 standards, and Tier 3 libraries meet 67 standards to be fully accredited. Alta Community Library is a Tier 3 library with accreditation good thru June of 2026. Informed the board that Iowa Learns will keep track of continuing education transcript, or that we could add a ‘Board Education’ report to the agenda to track the continuing education that is being completed by the board. 5 CEUs need to be completed each year. In preparation of the future move, Bonnie informed the board the State Library has a space utilization grant that will help pay for a consultant that can help us best utilize the new space. There is also a list of possible consultants on the State Library Website.

Denise King – presented information on and shared pictures of the programs she works on in the library. Toddle Time, Pie Partners, and 1000 books before kindergarten. Discussed the possibility of needing a consent to post pictures on FaceBook. Gigi will look into if this is necessary.

Approve January 11 and 30<sup>th</sup> Meeting minutes, with update to add Kate Kealy, from Storm Lake Times-Pilot to the visitors – motion to approve by Collen Carlson-Konop, 2<sup>nd</sup> by Willa. Approved.

Accept and file January Statistical report – table until March.

Accept and file January Revenue and expense reports – ok on track for the year.  
Approve January Bills – motion to approve by Carol. 2<sup>nd</sup> by Colleen Carlson –  
Konop. Approved

### **Old Business:**

- Library Emergency Safety Update: Contacts made – No Activity this month.
- Library Steering Committee: Review of Data and plan for publishing results – hold for town hall meeting.
- Dolly Parton Imagination Library: Account balance is \$1200 without the PTO donation, should be ok for another year. Will need to work on ideas of fundraising and getting awareness out in the community that we actually fund this with the PTO.

### **New Business:**

- Directors Report
  - Planning events for summer – BV naturalist, Play Country Mouse/City Mouse, Magician, Witter Gallery Art experience, Blank Park Zoo
  - School software has been updated, some books have been transferred over from Apollo, but have discovered more that are school books. Student/teacher member records will be transferred as well. Apollo will batch delete the school records when done and billing will be adjusted.
  - E-Rate Form 471: discount for internet services. This is a federal program not supported by Iowa. Could be passed to libraries if they want to apply, would need to submit bids to 3 internet companies. Would like to keep our services with city utilities rather than a national vendor.
  - Met with park board and school principal about their collaboration at a library open house in May to promote summer programs and community services (i.e – summer lunch program, swimming pool passes, ACL summer reading, state services like Bridges/Overdrive and BrainFuse). Date to be determined.
  - Park board approved for the ACL to proceed with purchasing a little free library for installing as a memorial to Joyce Sandine in the new

city playground by the shelter house. This will be for free children's books available to parents and park users. More details to come.

- Survey results provided to Tim Scott, school principal.
- City Council meeting was attended by Bruce Hinkeldey, 2/4/24
- Handed out Director evaluation forms for board to complete – 6 month evaluation.
- Handed out Homebound Policy for review during March meeting. Review for any changes and how to promote to the community.
- Laura Turnquist has been evaluating book lists to order and reviewing for possible duplicates. Will place more orders soon. January book order has not arrived. Some books from Amazon have arrived, Denise is working to catalog the new books and staff are covering them for shelving.
- Jersey completed the Spanish translation of the library pamphlet.
- Bridges contract coming due in March.
- Bill 3131- Senate Study Bill 3131 replaces the word “shall” with “may,” making the tax levy optional, if passed.
- Report on Building tour from 2/6/24 –
  - After touring the facility at 202 W 7<sup>th</sup> St. the Alta Library Board agrees that the building could meet the relocation needs of the Alta Community Library. Motion to approve by Willa, 2<sup>nd</sup> by Colleen Carlson-Konop. Approved.

No other board discussion

**Next Meeting: March 14, 2024 @ 5:15pm**

Motion to adjourn by Colleen Carlson-Konop, 2<sup>nd</sup> by Carol. Approved.  
Meeting Adjourned @ 7:41 pm