

Submitted by Anne Iehl - Secretary

Alta Library Minutes from August 8, 2024 Meeting below:

Call to Order by Bruce Hinkeldey at 0515 p.m.

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

Absent: Carol Lichtenberg, Colleen Schwanz

Visitors: Lorinda Peterson, Pam Henderson, Deb Sefcik

Approved August Meeting Agenda – motion to approve by Colleen Carlson-Konop, second by Anne. Approved.

Election of 2024-2025 Board Officers:

Motion to nominate Bruce Hinkeldey for President by Colleen Carlson-Konop, second by Willa. Approved.

Motion to nominate Colleen Schwanz for Vice President by Colleen Carlson-Konop, second by Willa. Approved.

Motion to nominate Carol Lichtenberg for Secretary by Anne, second by Willa. Approved.

Citizen Input – none

Library Relocation Discussion (5:20-6 pm) – Citizen input during this time. City Council voted down hospital as relocation spot. They are working on finding us a different spot. Once we have a location we can do a town hall meeting, during this meeting we will present a list of all the locations that have been considered and why they weren't used. Also looking for a temporary place to relocate if necessary while construction occurs. Gigi presented a letter she plans to send out to area churches seeing if they have any space to rent/lease.

Approve July 11th meeting minutes with typo corrections - motion to approve by Willa, 2nd by Anna. Approved.

Accept and file July Statistical report – there was an issue with the catalog updating, so requests for interlibrary loans were being made for books we no longer had. Biblionix taught library staff commands to do weekly to update the catalog so this won't happen again.

Accept and file July Revenue and expense reports – city added the Beck Engineering expense to the library ‘Misc Contracts’ line item, this is an extra \$2150 we didn’t budget for. The city does plan to amend the budget down the road.

Approve August Bills – motion to approve by Anne. 2nd by Anna. Approved

Old Business:

- Library Emergency Safety Update: September training with Dorie Peterson, training staff for first aid and CPR will be \$50 per employee.
 - There was a motion made to pay for 7 staff members to be trained from the travel and conference budget, \$350 by Willa, seconded by Colleen Carlson-Konop. Approved.
 - Library Steering Committee: Waiting to hear from the city to decide how to move forward.
- Dolly Parton Imagination Library: \$689 raised from Pie fundraiser at the BV County Fair. PTO reached out by mail to different organizations to help sponsor the Imagination Library, received \$500 from both the Alta and Aurelia Kiwanis.
- Homebound Delivery Policy – No activity this month.
- State Reports Completed by 7/31/24: Open Access (report people who use the library that are residents outside of BV County), Direct State Aid (report what we use the money we receive from the state on – use these funds to support our budget), Interlibrary loan (report usage of the interlibrary loan service)

New Business:

- Directors Report for July:
 - Director attended the Alta City Council meeting 7/1, Alta Community Library Board meeting 7/11, and a special City Council meeting on 7/22.
 - State reports completed for Open Access, Direct State Aid, and ILL Reimbursement Funds as required by the State of Iowa Library.
 - Scheduled extra programs in July: BV County Naturalist, Witter Gallery Kite Making, and The Climb Players at the Roxy with 75 attendees total for these events.

- Story time at the Alta Pool on Tuesdays at 2:45 had 72 children attend over the month. Refreshments handed out with approval from the pool staff.
- Weeding adult fiction, with books not circulated in the last 10 years. Offering these books for free to other libraries, put in the Little Free Library or on the shelves in the vestibule for the taking.
- Library relocation discussion 7/22 Special City Council meeting: recommended action by city due to expiration of 28e, vacating required by 6/30/2025. More discussion on unknown costs, which floor to put the library on due to weight limit requirements. Discussed other aspects of options, if not choosing this building location.
- Discovery of Biblionix records not updating monthly for SILO/ILL operations, so lending requests out of sync with actual ACL collection. Worked with State Library Staff for the problem solving and Apollo records were reset with SILO.
- Requested unused balance of 2024 budget to be put in the library reserve savings account. Lindsay was looking into the formal process as must be an agenda item and voted on by the council.
 - Willa made a motion to request the unused balance from the 2024 budget to be moved to the library's reserve savings account. Second by Colleen Carlson Konop. Approved.
- Thank you to the library board for the full support at extra council meeting and building tours.
- Continue to purchase books to fill in collection to make up for loss to school library side.
- Door locks for the entrance and storage closet have been fixed.
- Gigi has completed 20 of the Iowa Learns courses toward the director's certification. They updated the software so there have been delays in completing more.
- Library Inventory report process: Gigi went thru the process of going thru the inventory of the entire Library that was started by Tirzah. There are a few updates. Will have the School Librarian review and sign for approval. Will also use this as we prepare to move.

- Redesigning the Library logo for a new location – working on a contest to design a new library logo. Gigi showed a few examples of what other libraries did.

No other board discussion

Next Meeting: September 12, 2024 @ 5:15pm

Motion to adjourn by Anne, 2nd by Willa. Approved.
Meeting Adjourned @ 6:44 pm

Colleen
Willa