

# September Minutes

## Alta Library Board Minutes from Sept. 12, 2024 Meeting

Call to Order by Bruce Hinkeldey at 5:15 p.m.

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

Absent: Anna Garcia

Visitors: Pam Henderson, Alta City Council, Deb Sefcik and Lorinda Peterson, Citizen members of the Library Steering Committee

Citizen Input - None

The September Agenda was approved following a motion by Carol Lichtenberg and seconded by Colleen Carlson-Konop.

Library Relocation Discussion – Carol Lichtenberg and Pam Henderson updated the Board and Steering Committee on results of a Sept. 10th City Council workshop at which time upcoming projects for the City of Alta were prioritized. The Alta Public Library Construction project ranked #3 behind South Main Street Reconstruction (#1) and Crack Sealing Streets (#2), but was moved up to #2 following a discussion that the Crack Sealing project could be done on an ongoing basis with funds already earmarked for this maintenance. Council comments (pertaining to the Alta Library) at this meeting were that Gully's Storage building (formerly the grocery store) is up for sale for \$100,000 and the council has an option open until October 8th. This building was previously toured by the council and Gigi and Bruce. FEH Design (an architect and engineering firm that has library construction experience) has reviewed the building and found no structural issues. Beck Engineering was present to also review and tour the building following the council meeting. Another firm did come to check for asbestos. It is expected that results and more detailed reports will be available by the end of September. It was noted that the roof does leak and would need to be completely replaced. The building is larger than the library would need and the city would need to decide on best use of the additional space (south side of the building with a basement under it). Current open floor plan of 5000 square feet could be designed as needed for the library. There was a brief mention of the school talking with the council about the old high school/shop area on main street. Several council members brought up the idea of new construction for a library in the park area. Fundraising was mentioned and this would be possible, but only after a solid plan has been put into place. Numbers for remodeling vs. new construction that were thrown out at the council meeting were as follows: \$200-\$235/sq foot for remodel and \$250-\$280/sq foot for new construction. Most council members felt these numbers were definitely on the low end of actual cost. After reporting this information, a poll was taken of the persons present at the Library Board meeting. Results – 3 people felt that it would be best to restore Gully's Storage

building (if engineering firms deem feasible and costs are reasonable). 2 people favor new construction in the park. 3 people are comfortable with either new construction or the remodel of Gully's Storage building (60/40 - new/remodel). 1 person was split equally on the new construction or remodel. All members present felt that the open lot on main street that is for sale for \$30,000 (might be able to get it for \$25,000) was a bad option. Then the discussion turned to an interim plan/location for the library. Gigi will check into the cost for a moving company to help out with the moving of the books and Colleen Carlson-Konop stated that she has some background from a similar move that she was involved in while teaching. It was agreed that volunteers could be used but probably on a very small basis to keep the transfer orderly. Some physical location ideas were:

1. Ask for a continuance from the A-A school board to remain in current location.
2. Ask if the school owned old shop area (located east of the fitness center) on main street would be a possibility to utilize on a temporary basis. Carol Lichtenberg offered to contact two of the A-A school board members about these two options.
3. Check with Alta churches about a temporary use of some space.
4. Store everything/shut down – as a last resort. Reopen when the new location is complete.

The August 8, 2024 board meeting minutes were approved following a motion by Colleen Schwanz and seconded by Willa Casstevens.

Past Statistical reports and City Revenue & Expense reports were approved. Discussion on these reports: Comment was made by Gigi that the staff is continuing to weed books that have not been checked out for the past 10 years with books being offered to patrons for free and also to other libraries. Some people have commented on the waiting time to get e-books via Bridges. Gigi also reported that the Alta City Council approved \$1,247.67 (unused previous fiscal year funds) to be added to our CD which now totals \$15,574.71. Gigi suggested that a schedule to update computers should be put into place.

The August bills were reviewed by all board members present and approved following a motion by Colleen Carlson-Konop and seconded by Colleen Schwanz.

#### Old Business -

1. The library emergency safety training is scheduled for Monday, Sept. 16th for all staff except Laura Turnquist (has already done this training), and the two high school part-time staff (they will never be scheduled to work in the library on their own).
2. There have been donations totalling \$2070.00 sent to Dolly Parton Imagination Library which along with our former balance should pay for the postage costs for approximately one more year. Gigi will send a written thank you to the following contributors: Alta Kiwanis, Aurelia Kiwanis, Alta-Aurelia PTO, United Bank of Iowa, and Power Solutions. The BV County Fair Pie sale was also part of these funds. Kayla Wilson (A-A PTO) was in this library and stopped by to report that the PTO will again host a book fair during the first week of November and she will ask for volunteers from PTO and the Library Board. This will benefit the Dolly Parton funds as it has in the past. A discussion was held as to possible ways to get non-English speaking families involved and aware of this program so that they could benefit from the monthly free books also. Gigi will check with the Pre-K teachers to reach parents of younger children and also to the BVRMC staff for getting info out to new mothers with Alta or Aurelia addresses.
3. Gigi stated that the Library Inventory Report process was completed and signed along with Zach Freking-Smith, A-A School Librarian. This is required yearly per the 28E agreement.

#### New Business -

1. Director's Report was reviewed and a few special notes were: Rundown of youth programs, possibly abandon the Saturday morning coffee and conversation, STEAM program for youth, fixing inaccurate

Biblionix records that possibly happened when records were transferred into the new system, Gigi will be attending State Library workshop in Cherokee for AI training/info, Gigi will be attending the Iowa Library Association annual conference in Des Moines (received a \$250 scholarship to help cover costs) and she will telephone in to the October Board meeting rather than changing our meeting date, and two additional part-time staff were hired to help provide coverage for vacations, etc. Gigi also gave each board member a sheet with contact information for library staff, board members and other state/local contacts pertinent to the library.

2. A new library logo is being discussed - possibly could have a contest for development of this. Shirts were ordered for the staff.
3. Gigi noted that the State Annual Survey is due on 10/31/24.

Board Discussion - Bruce Hinkeldey mentioned that while visiting at school, he became aware of the Friday High Five program for the Alta Elementary students. Several dates are still open and the Library Board agreed to be available on May 9, 2025 from 8-8:15 am to participate in this program. If a December date needs to be filled, we could be available for that also.

On a motion by Colleen Schwanz and seconded by Carol Lichtenberg, and approved, the meeting was adjourned at approximately 7:00 p.m.

The next meeting will be Thursday, October 10, 2024 at 5:15 p.m.

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*Colleen Konop*

*approved*