

Submitted by Carol Lichtenberg - Board Member

Alta Library Board Minutes from March 14, 2024 Meeting

Call to Order by Bruce Hinkeldey at 5:16 p.m.

Present: Director - Gigi Nelson, Board - Anna Garcia, Willa Casstevens (by phone), Colleen Carlson-Konop, Bruce Hinkeldey, Carol Lichtenberg

Absent: Annie lehl, Colleen Schwanz

Visitors: Pam Henderson and Lee Meyer - Alta City Council, Kayla Wilson - Alta-Aurelia PTO

Citizen Input - None

Bruce Hinkeldey, Lee Meyer and Pam Henderson reported on the recent city council meeting at which time a discussion was held regarding the possible purchase of the old hospital building which is currently owned by Larry and Desi Suter. The asking price from Desi and Larry Suter was \$200,000 to be made in installments. This was an open meeting with the city attorney also present. More negotiations and consideration (including check of heating system and water pipes) will be made regarding this building as a possible site to move the public library into. Glen Huntington (original architect of the building) will be coming to Alta and walk through the building with council members and library board members and director. Tentative dates for this are April 2nd or April 16th with exact time of walk through to be determined. Pam Henderson will keep everyone informed when the final time is set. Some concern was mentioned that if the building was purchased through a lease, would the city/library still qualify for grant monies as sometimes it is necessary to show purchase/deed of the building. Discussion was also held as to the possibility to apply for a grant of \$3,500 through the State Library of Iowa to hire a consultant for designing the library space. Possibly Bonnie McKewon, NW District Consultant could also help with this. It was stated that a new library is open in Albert City and a visit there might provide insight for space design also.

A motion was made by Anna Garcia to approve the March agenda, second by Colleen Carlson-Konop. Approved.

A motion to approve February 8, 2024 board minutes made by Colleen Carlson-Konop, second by Anna Garcia. Approved.

The January and February Statistical Reports were approved and filed.

The March bills were approved on a motion by Carol Lichtenberg and second by Colleen Carlson-Konop. Discussion regarding the salary line item - If salaries do go over the yearly budgeted amount, funds can be moved from another line item to cover this per Megan Peterson, City Clerk. Extra work hours have been needed for the moving of the books, recovering, cleaning, and cataloging the donated and new books to replace the removed school owned books, etc. Laura Turnquist has been an asset for this process, but it is coming to a

close and less additional hours should be necessary going forward. It was also noted that all spring and summer programs are set up and paid for. Bills are definitely staying within the total fiscal year budget. Also it was stated that all staff meetings will be every other month going forward. Motion approved with Willa abstaining.

Old Business:

Library Emergency Safety Update - Contacts made - no activity to report this month.
Library Steering Committee – Bruce reported on the 3/11/24 City Council Meeting (noted above).

Dolly Parton Imagination Library - Kayla Wilson from the Alta-Aurelia PTO was present to report and give ideas for fundraising for the future of this program. The earlier \$1000.00 PTO donation from the book fair should carry this program into 2025. Currently we have 90 participants. Ideas are: Contact the Alta and Aurelia Kiwanis groups for donations, business groups in Alta and Aurelia (could put up a sign stating “This month’s Dolly Parton Library funded by _____”, ask individuals to fund a child for a year or certain # of months, etc. Note that the Dolly Parton library program is done by zip code and both the Alta and Aurelia (51002 and 51005) are covered through our partnership with the PTO.

Director’s Evaluation Results - Gigi thanked the Board for their positive comments and welcomes ongoing feedback/suggestions.

Homebound Delivery Policy - Changes that Gigi had penciled in on the current policy were reviewed. Additional language to include the Bridges program, and audio books should be added. Need to look into utilization of volunteers, possible use of a chrome book, kindle or Ereader for checkout was also discussed. This prompted discussion of rechecking with the police to follow up on the missing hot spots.

New Business:

Director’s Report - Gige stated that a public library employee had allowed a homeschool parent to check out a school library book while the school librarian was absent. This prompted a discussion and creation of a policy by the Alta-Aurelia school. Definite hours for the school library should be posted and homeschool parents will need to adhere to those hours.

The Bridges Contract/Agreement for FY2025 will be renewed.

The LaPrensa (spanish newspaper) will be at the library on Friday, March 15th to do an interview.

Bruce mentioned doing something in appreciation for the staff and their extra work that they have done during the library transition. Gigi will set up a staff meeting for April (possibly with pizza/treats) and library board members are encouraged to attend.

Willa went over the Logic Model for the progression of the new library location. The town hall meeting will be postponed until at least April. It is hoped that we will have a definite location before hosting this meeting. Also it was noted that there is a specific deadline that the City Council needs to adhere to (August 2024) if they want to put a Levee/Bond item on the November ballot. Two residents are needed to complete the steering committee. Gigi will check with some library patrons.

Next board meeting will be April 11, 2024 at 5:15 p.m.

The meeting was adjourned on a motion by Colleen Carlson-Konop, second by Anna. Approved. Meeting adjourned at 7:05 p.m.