

Submitted by Anne Iehl - Secretary

Alta Library Minutes from November 16, 2023 Meeting below:

Call to Order by Bruce Hinkeldey at 5:18 p.m.

Present: Director: Gigi Nelson Board: Anne Iehl, Colleen Schwanz, Willa Casstevens (phone) and Colleen Carlson-Konop, Bruce Hinkeldey, and Carol Lichtenberg. Absent: Anna Garcia

Approve November Agenda – Motion to move Future Library Location discussion before Approving the November bills by Colleen Schwanz, 2nd by Anne. Approved

Citizen Input – none

Approval of October Meeting Minutes – No changes. Motion to approve by Colleen S, 2nd by Carol. Approved.

Statistical Reports – Reviewed September and October Statistical Reports.

City Revenue and Expense Reports – Reviewed October Revenue and Expense report.

Future Library Location: Steering Committee Report – Willa reviewed thru a Logic model draft that she had drawn up to keep us on track with what needs to be done in moving forward with finding a new library. Discussed the situation, inputs, activities, and that the drafted timeline would keep up on track, if we need to put any decisions up for a vote. Discussed putting out a community survey to find out how we can meet their needs moving forward. Plan to look at 2 options of open buildings to see if they could meet our needs. Plan to meet November 28th to discuss, review and draft a survey.

Approval of November Bills – Motion to approve November bills by Colleen Carlson-Konop, 2nd by Carol. Approved.

Old Business:

- Board member approval at November 6th, 2023 City Council Meeting – Carol Lichtenberg.
- Wage Increase proposal/approval – motion to approve wages increases for staff effective December 1st by Colleen Schwanz, 2nd by Anne. Approved.
 - Denise King (4% raise) from \$14.34 to \$14.91 / hour - change her position from Desk Clerk to Library Assistant
 - Laura Turnquist (4% raise) from \$15.67 to \$16.30 / hour - position Library Assistant
 - Jersey Haake (4% raise) from \$10.00 to \$10.40 / hour - position Page
 - Pat Richard (4% raise) from \$12.00 to \$12.48 / hour - position Clerk
 - Amy Mikos (2.25% raise) from \$13.00 to \$13.29 / hour - position Library Assistant

- Patricia Peterson (2.25% raise) from \$11.00 to \$11.25 / hour - position Clerk
- Amy Norris (2.25% raise) from \$11.00 to \$11.25 / hour - position Clerk

New Business:

- Director's report:
 - Library separation of books completed. School's library collection weeded and isolated.
 - Partitions established by the school so that library classes can be held inside that area.
 - No longer counting students/classes/teachers entering the library in census count.
 - Disabled Atrium on 10/10/23 because no longer supported nor updated. Only using Apollo.
 - Donation made of books for the children's section of the community library. Thank you sent.
 - Letter to patron complaining about the amount of books pulled from both collections.
 - Public computers reviewed and updated by Power Solutions.
 - City employees moved out 5 shelving units to storage in a city facility to make more room for the school classes inside their space.
 - Attended the City Council meeting in October.

Next Meeting: December 14, 2023 @ 5:15pm

Meeting Adjourned @ 6:51 pm