

Submitted by Colleen Schwanz, Vice President  
Minutes of the December 6th, 2023 Special Meeting  
Alta Community Library

The meeting was called to order by President, Bruce Hinkeldey at 5:15 p.m. Present were Colleen Schwanz, Willa Casstevens, Colleen Carlson-Konop, Carol Lichtenberg, Director Gigi Nelson. Visitors: Pam Henderson and Kate Kealy.

There were no corrections or approvals of the December special meeting agenda.

A motion was made by Colleen Schwanz to approve the minutes of the November 16th board meeting. This motion was seconds by Willa Casstevens.

**Old Business:**

- **Future library locations** - Steering Committee. The first location visited was the building on Main Street owned by Steph Hinkeldey. The building is small but very nice, there is room in the back to add on if needed.

The second location was Desi and Larry Suters old hospital. This location was very large. Water and heat have not been turned on for many years and this is a concern. Would need additional tenants in the building to make this a feasible solution. This would provide an outdoor area. Gigi will contact the city to get the BTU's used to somehow get a ballpark figure on the monthly costs.

**New Business -**

-Survey Review/Approval - Willa Casstevens read the survey to the board, a few additions and revisions were made. A motion was made by Carol Lichtenberg to approve the survey. This motion was seconded by Colleen Carlson-Konop. The survey will be sent to the school to be sent out in an email blast. We will find out if we can do the same with the city text messages. Will put paper copies around town. Colleen Carlson - Konop mentioned that her son in law recommended using Google Sheets for the survey, she will look into this and report back to the board.

-**Future Staff Meetings** - Gigi said that her staff benefits from the staff meetings and she gets good feedback from them, this also gives the staff a platform to discuss issues and new ideas. She plans to continue doing them on a consistent basis.

Next board meeting will be Thursday, December 14th at 5:15 pm.

A motion was made by Colleen Schwanz to adjourn the meeting. This motion was seconded by Colleen Carlson-Konop. The meeting adjourned at 6:35 p.m.

