

Submitted by Carol Lichtenberg - Alta Library Board Secretary

Alta Library Board Minutes from December 12, 2024 Meeting

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

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

Visitors: Lorinda Peterson - Citizen member of the Library Steering Committee, Becky Meyer - Alta Park Board, Lindsay Brown - Alta City Clerk

The agenda was approved on a motion by Colleen Schwanz and seconded by Willa Casstevens to move Item #4, Staff Recognition to start the meeting. Denise King was recognized for her 15 years of service (anniversary date of 10-1-2009) with a bouquet of flowers and a thank you from the director and the board.

The library relocation discussion included the following points:

1. Bruce Hinkeldey passed out a drawing of the VFW space which will be the library's temporary location. VFW has indicated that they will move out in late May of 2025. Gigi will have staff map out the footprint of the current library and try to plan the layout of the VFW location. A suggestion of a staff lunch held at the new location was made with the board donating the lunch.
2. Bruce is working with Hallet & Sons out of Chicago to get a moving fee quote. Lindsay Brown mentioned that the school moved with the help of students and staff. Concern for possible injuries and medical expenses was brought up.
3. Lindsay Brown reported that no referendum is needed to use park land for a public library. The City of Clinton had an ordinance in place which caused their need for a vote of the people. That is not the case for the city of Alta.
4. It was decided that before we ask the city to move forward with a plan from Beck Engineering, the Library Board will call a town meeting to be held at the VFW space on January 12th at 2:00 p.m.
 - "To do list" for the Town Meeting – Contact Cathy Fisher to verify access to the VFW.
 - Invite – PTO, Park Board, City Council, VFW, Friends of Alta Foundation personally
 - Create a flyer and put this on the Alta Library calendar that goes home with students.
 - Email an announcement to all of the area churches for their publication.
 - Prepare a powerpoint type of presentation.
5. The question of a Friends of the Library organization came up. Paperwork has been completed by Amy Mikos and Gigi Nelson and given to Kevin Walsh, Mayor. No update as to if it has been sent in has been received.
6. It was mentioned that Deb Mortenson, local author, will have a book signing at the library on January 25, 2025 at 10:00 a.m.

On a motion by Colleen Schwanz and seconded by Anne lehl, the November meeting minutes were approved.

Past Statistical and City Revenue and Expense Reports were accepted. Gigi noted the decline in numbers of books and patrons in November, partially due to the extra days of holiday closure. Gigi was also directed to research a cell phone for the library. Many programs require a text to a cell for verification/login and it is problematic to use personal cell phones for this.

On a motion by Carol Lichtenberg and seconded by Colleen Schwanz, the December bills were approved.

Old Business

1. The state is ending their free email service for libraries. Gigi is working with Terry Williams (NEOTEK) to research and set up MSWord email. He will create a new domain for this. It was agreed that Board members should have a library specific email and then we will discontinue use of our personal emails for communication on library business.
2. Gigi reported that the State of Iowa update to the Work Day Learning program for library director certification has been problematic, but should now be working. She is over halfway complete and has until August 2025 to complete this.
3. The Dolly Parton per book mailing fee will be increasing from \$2.25 to \$2.60 in 2025. We currently have enough funds for approximately one year in this account.

New Business

1. The Director's Report and City Council Report were reviewed. Some noted items:
Parking spaces are still an issue whenever events at the school and library conflict.
A Mission statement and Grant Application Reference Document has been presented to the Alta City Clerk for anyone who may be writing grant applications.
BV County Nurse is interested in doing programs such as dental hygiene, blood pressure checks, etc. Some Rural Health Grants are available for libraries that offer health programming.
2. The Board signed a thank you for Allete Energy - donation of \$250.00. Gigi is researching the purchase of a screen and projector as it is often requested from presenters.
3. FY26 Budget discussion will start in Jan. 2025. Gigi will research rotation and purchasing of updated tech equipment.

On a motion by Carol Lichtenberg and seconded by Anne lehl, the meeting was adjourned.

The next monthly board meeting will be January 9, 2025 at 5:15 p.m. at the library.