

**Submitted by Carol Lichtenberg - Alta Library Board Secretary**

**Alta Community Library Board Minutes from July 10, 2025 Meeting**

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

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

Absent: Anna Garcia - Board Member

Visitors: Pam Henderson - Alta City Council, Lorinda Peterson - Steering Committee Member, Lori Millard, Park Board

The agenda was approved following a motion by Colleen Carlson-Konop and seconded by Anne lehl. The meeting was held in the temporary facility (VFW location). We began the meeting by reviewing the drawings (north end of park location) provided by Beck Engineering at a recent meeting of the steering committee (Bruce Hinkeldey, Willa Casstevens and Carol Lichtenberg). Brian Walsh and Pam Henderson (council members), Kevin Walsh, Mayor, Lindsay Brown, City Clerk and Gigi Nelson were in attendance at the presentation. Beck Engineering has been instructed to get a firm estimate for the Council so that this information can be approved for a bond vote which will be put onto the fall ballot. Bruce stated that he had received notification of a probable meeting on Wednesday, July 16th to have these estimates reviewed by the council and steering committee. At a recent council meeting, Gigi was asked if we were doing any fundraising. Gigi did say that as employees of the city, she or her staff cannot try to sway votes, only present facts. She did pass out information regarding this. She is looking into developing an informational video to help answer questions about the proposed new library. We are hoping to use this and host several informational meetings prior to the fall vote, possibly one meeting a month up to the November ballot. Right now estimates are that the city would propose a 1.5 million dollar levy which would increase city property taxes about \$1.00 per thousand dollars of assessed value. At this point, all further planning is on hold until the council approves the levy to be placed on the ballot. If the bond vote passes, we can proceed and look for grant money, etc.

Gigi and Bruce did a walk through of the old library space with the Alta-Aurelia Schools superintendent. All of our items have been removed and the only things left are a picnic table and bench which the city will bring down to the VFW location with their equipment.

We were given a rough draft of a Friends of Alta brochure - this has also been given to Mayor Walsh and City Clerk, Lindsay Brown.

A suggestion was made that we host a VFW coffee to thank them for the use of their space for our library to be able to continue to operate during this interim period.

A discussion of social media posts and the need to create a social media policy was held. Our Facebook page is meant to be a source of information, not a place to make personal comments/negative comments. The board set the date of Tuesday, July 29th at 5:15 p.m. to work on this policy. This meeting will also meet a requirement for our library accreditation.

On a motion by Colleen Schwanz and seconded by Colleen Carlson-Konop the June Board meeting minutes were approved.

Statistical reports for May and June 2025 were reviewed and accepted. It was noted that even though the library was closed for one week while moving to the VFW facility, numbers remained constant with very good attendance at our summer program offerings.

City Revenue and Expense Reports for June 2025 (fiscal year end) were accepted. It was noted that even though there were extra staffing salary and Beck Engineering expenses, city employee expenses for the move, etc. the 2024-2025 fiscal year budget was only over by approximately \$400.00. The Board thanked Gigi for her diligence with expenses.

Following a motion by Anne Iehl and seconded by Colleen Schwanz, the June bills were approved.

#### Old Business

1. Summer Programs are being very well attended. The August calendar will soon be developed. Gigi had previously asked the Alta-Aurelia superintendent if a bus stop at the VFW location could be done so that students would have safe, easy access to after school programs and did not receive a definitive answer.
2. Following a Discussion Session on 8/12/25, Gigi will have completed her Director's Training with the State Library Association. Congratulations to Gigi! Gigi would like to do have staff and board and director evaluations done soon.

#### New Business

1. Gigi shared the Director's Report with a couple of notable items. The Board Policies need to be reviewed (required to be done once every 3 years) and the Strategic Plan (2026-2029) is due to be updated. Work continues on the board email addresses which are not working correctly through Outlook/Microsoft.
2. Gigi passed out a list of items that still need to be worked on for the VFW location.
3. Community Conversation Meeting dates need to be set. Names of Tim Fuchs from Albert City, Joe Kelly from Storm Lake and possibly the BVU students were mentioned to aid in developing an informational presentation for use at these meetings.
4. Gigi is continuing to work on the technology and computer setups at the VFW location.

The next regular monthly Board meeting will be at 5:15 p.m. on Thursday, August 14, 2025.

Following a motion by Colleen Carlson-Konop and seconded by Carol Lichtenberg, the meeting was adjourned.