

Submitted by Carol Lichtenberg - Alta Library Board Secretary

Alta Community Library Board Minutes from September 11, 2025 Meeting

Call to Order by Board President, Bruce Hinkeldey at 5:20 p.m.

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

Absent: Anne Iehl - Board Member

Visitors: Pam Henderson - Lorinda Peterson, Deb Sefcik - Steering Committee Members

The agenda was unanimously approved following a motion by Colleen Schwanz and seconded by Carol Lichtenberg.

The meeting opened with a discussion of the plans for the informational video which will be used at the four upcoming informational referendum/new library building meetings. Gigi and Tim Fuchs will be meeting on Tuesday, Sept. 16th at the library. Some of the persons planned for interviews will be Deb Mortenson (using her book "stuffies" to simulate applying for a library card), Laura Turnquist, Cathy Fisher, Lorinda Peterson, Bruce Hihnkeldey, Mayor Kevin Walsh, City Clerk Lindsay Brown and Steve Smith. Gigi asked for any other suggestions - Heidi Kies was mentioned. It was also suggested that parents of children who frequent the library would be good spokesperson.

Lorinda and Gigi will be meeting to talk about preparing signs and flyers prior to the November referendum vote. There will be an informational booth at the Alta Hometown Pride Days (Oct. 4th).

Other dates for informational meetings are planned as follows - Sept. 28th, 2:00 p.m., October 12th, 3:00 - 5:00 p.m., and Nov. 2nd, 2:00 p.m. All of these meetings will be held at the Library (VFW building). The meetings will also give us the opportunity to gain input regarding needs for disabled persons in our community, which is needed for compliance for the receipt of the ALA grant awarded to the City of Alta for the ADA entrance upgrade.

The removal of the old vanity in the work room bathroom has not been accomplished yet. Lindsay Brown, City Clerk, had indicated to Bruce that the city had spent more than planned on Library needs at the VFW. Lorinda volunteered to cover the cost for Aronson Plumbing to come in and remove the old vanity. Carol will paint the space after which Bruce will install the new vanity which has already been purchased by Lorinda and Willa.

On a motion by Colleen Schwanz and seconded by Anna Garcia the August Board meeting minutes were approved unanimously.

Statistical reports for August 2025 were reviewed and accepted. It was noted that there is one computer available now for adults to use. Gigi is researching getting a dedicated printer for this computer. There are also two tablets available for children to use in the library. The Bridges usage continues to be low, partially due to the long wait times to get materials. Gigi has spoken with the manager of the Bridges program and it

is a common complaint which they are hoping to improve on. It was noted that the staff has also physically reviewed and updated all of the books in the children's section.

City Revenue and Expense Reports for August 2025 were accepted. The summer wages were higher than normal, mostly due to the need to provide staff at two different locations for most of the summer programs. These summer programs were very well attended and the staff was commended for putting together these offerings.

Following a motion by Carol Lichtenberg and seconded by Colleen Carlson-Konop, the June bills were unanimously approved.

Old Business

1. Information TFC video (see notes above)
2. Community Meeting Dates (see notes above)
3. Policy Updates on Public Access Computers & Hot Spot - The policy was read, the Board had no suggestions or corrections. The plan is to formally approve this policy at the October Board meeting.
4. Hometown Pride Days - The movie Freaky Friday will be shown at the Roxy Theatre by the library staff, currently planned for 7:30 p.m. It was felt that possibly this time could be moved up so that it would not be quite so late for families/children.

New Business

1. Gigi shared the Director's Report. Gigi is reviewing the increasing annual rate for the copier contract which is in place until 2028. She is working on completion of the Iowa Annual Survey (will be completed by 10-31-25). Gigi will also be attending the Iowa Library Association State Conference in Sioux City (10-2, 10-3). The Alta Fire Department is going to review an emergency exit plan at the VFW/Library Space as well as the maximum capacity of patrons for this space.
2. Staff, Director & Board Evaluation - Gigi will be focusing on this with planned completion by end of year or the beginning of 2026 (prior to setting the next year's budget).
3. Laura Turnquist will be attending an AI training.

Discussion - Bruce asked if the Board would like to participate in High Five Fridays at the Elementary again. It was agreed that we could do one or more Fridays. Bruce will check on dates available. Colleen Carlson-Konop stated that she is drafting a donation request letter to a former Alta resident whose parents were very active and supportive of the Alta Schools and worked in education. More details on this at the next meeting.

The next regular monthly Board meeting will be at 5:15 p.m. on Thursday, October 9th, 2025.

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