

## Submitted by Anne Iehl - Secretary

### Alta Library Minutes from July 11, 2024 Meeting below:

Call to Order by Bruce Hinkeldey at 0515 p.m.

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

Absent: Anna Garcia

Visitors: Lorinda Peterson, Dan Buckendahl, Pam Henderson

Approved July 11th Meeting Agenda – added Board Recognition of Laura Turnquist.

Board Recognized Laura Turnquist for 20 years of service with the Library on May 1<sup>st</sup>.

Citizen Input – none

Approve June 13<sup>th</sup> meeting minutes with correction to ‘seconded by’ from Carol Lichtenberg to Colleen Carlson-Konop – motion to approve by Collen Carlson-Konop, 2<sup>nd</sup> by Carol. Approved.

Accept and file June Statistical report

Accept and file June Revenue and expense reports

Approve January Bills – motion to approve by Colleen Schwanz. 2<sup>nd</sup> by Anne. Approved

### Old Business:

- Library Emergency Safety Update: working on getting CPR training and 1<sup>st</sup> Aid training set up. Looking into an AED.
- Library Steering Committee: Beck Engineering Report & Discuss cost estimates. Will refer the charge for the cost estimate back to the City.
  - Willa made a motion to have Gigi get a joint meeting between city council and library board on or before 7/22/24. Second by Carol Lichtenberg. Approved.
- Dolly Parton Imagination Library: discussed Pie Fundraiser at BV County fair set up and Sponsorship outreach efforts.

- Homebound Delivery Policy – No activity this month.

### **New Business:**

- Directors Report
  - Director attended the Alta City Council Meeting on June 3<sup>rd</sup>. The Library Board Monthly meeting was held 6/13/24. Attended Alta Park Dedication on 6/29/24.
  - Safety: Deputy Jake Nelson held staff training on Active Shooter program. He discussed a plan for our library building space and recommended defensive equipment and hardware to be able to break out windows for escape route. Ordered wasp spray and a window punch to keep behind the front counter.
  - Special programs for the month of June were Adam White Magician held at the Roxy on 6/29. Attendance was 72 children and 28 adults. On Monday 6/24, the Witter Gallery held a zoo painting class for 20 pre-registered students.
  - PTO and our library are putting together plans for a PIE fundraiser at the Fair. Fliers sent out for donations of pies to sell. The date for this event is July 13<sup>th</sup> from 4-730 (or when pies are sold out). Funds collected will go to the DollyWood Foundation book fund account, which pays for monthly book mailings to registered children ages 0-5 in our school district.
  - Dolly Parton Imagination Library fund account balance as of 6/30/24 is \$1,446.44.
  - Door locks for the entrance and storage closet have been malfunctioning. The school's maintenance staff has tried to fix it but there still remain issues. Memo sent to the school head janitor and copied their library director and superintendent. Currently the vestibule door is not locked after hours. Only security is from the outside double doors.
  - Contract agreements and payments renew on 7/1/24. July bills include renewal of Biblionix software, the online cloud storage system, Overdrive electronic books/materials with the State of Iowa.

- Gigi has completed 19 of the Iowa Learns courses toward the director's certification. Have 18 online courses to complete by August 2025, with three discussion courses remaining.
  - New program to begin in August: Adult Book Club on the second Saturday of each month.
  - Working on the August and September programming with Laura, Amy and Denise.
- Library relocation location options: Gigi went thru a spreadsheet of pros and cons for comparison of three options.
  - State Reports due 7/31/24: Open access, Direct State Aid, Interlibrary loan
    - After touring the facility at 202 W 7<sup>th</sup> St. the Alta Library Board agrees that the building could meet the relocation needs of the Alta Community Library. Motion to approve by Willa, 2<sup>nd</sup> by Colleen Carlson-Konop. Approved.

No other board discussion

**Next Meeting: August 8, 2024 @ 5:15pm**

Motion to adjourn by Colleen Schwanz, 2<sup>nd</sup> by Willa. Approved.  
Meeting Adjourned @ 6:48 pm