**Submitted by Anne Iehl - Secretary**

**Alta Library Minutes from November 16, 2023 Meeting below:**

Call to Order by Bruce Hinkeldey at 518 p.m.

Present: Director: Gigi Nelson Board: Anne Iehl, Colleen Schwanz, Willa Casstevens (phone) and Colleen Carlson-Konop, Bruce Hinkeldey, and Carol Lichtenberg. Absent: Anna Garcia

Approve November Agenda – Motion to move Future Library Location discussion before Approving the November bills by Colleen Schwanz, 2nd by Anne. Approved

Citizen Input – none

Approval of October Meeting Minutes – No changes. Motion to approve by Colleen S, 2nd by Carol. Approved.

Statistical Reports – Reviewed September and October Statistical Reports.

City Revenue and Expense Reports – Reviewed October Revenue and Expense report.

Future Library Location: Steering Committee Report – Willa reviewed thru a Logic model draft that she had drawn up to keep us on track with what needs to be done in moving forward with finding a new library. Discussed the situation, inputs, activities, and that the drafted timeline would keep up on track, if we need to put any decisions up for a vote. Discussed putting out a community survey to find out how we can meet their needs moving forward. Plan to look at 2 options of open buildings to see if they could meet our needs. Plan to meet November 28th to discuss, review and draft a survey.

Approval of November Bills – Motion to approve November bills by Colleen Carlson-Konop, 2nd by Carol. Approved.

**Old Business:**

* Board member approval at November 6th, 2023 City Council Meeting – Carol Lichtenberg.
* Wage Increase proposal/approval – motion to approve wages increases for staff effective December 1st by Colleen Schwanz, 2nd by Anne. Approved.
  + Denise King (4% raise) from $14.34 to $14.91 / hour - change her position from Desk Clerk to Library Assistant
  + Laura Turnquist (4% raise) from $15.67 to $16.30 / hour - position Library Assistant
  + Jersey Haake (4% raise) from $10.00 to $10.40 / hour - position Page
  + Pat Richard (4% raise) from $12.00 to $12.48 / hour - position Clerk
  + Amy Mikos (2.25% raise) from $13.00 to $13.29 / hour - position Library Assistant
  + Patricia Peterson (2.25% raise) from $11.00 to $11.25 / hour - position Clerk
  + Amy Norris (2.25% raise) from $11.00 to $11.25 / hour - position Clerk

**New Business:**

* Director’s report:
  + Library separation of books completed. School’s library collection weeded and isolated.
  + Partitions established by the school so that library classes can be held inside that area.
  + No longer counting students/classes/teachers entering the library in census count.
  + Disabled Atrium on 10/10/23 because no longer supported nor updated. Only using Apollo.
  + Donation made of books for the children’s section of the community library. Thank you sent.
  + Letter to patron complaining about the amount of books pulled from both collections.
  + Public computers reviewed and updated by Power Solutions.
  + City employees moved out 5 shelving units to storage in a city facility to make more room for the school classes inside their space.
  + Attended the City Council meeting in October.

**Next Meeting: December 14, 2023 @ 5:15pm**

Meeting Adjourned @ 6:51 pm