

Alta Community Library Board Minutes from March 13, 2025 Meeting

Call to Order by Board President, Bruce Hinkeldey at 5:18 p.m.

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

Absent: Anne Iehl - Board Member

Visitors: Lorinda Peterson - Citizen member of the Library Steering Committee, Pam Henderson - Alta City Council

The meeting was called to order by Board President Bruce Hinkeldey. The agenda was approved following a motion by Colleen Carlson-Konop and seconded by Anna Garcia.

A Library Relocation Discussion followed with sharing of the Beck Engineering plans that had been viewed earlier in the day by Mayor Kevin Walsh, Director Gigi Nelson, Board Members - Willa Casstevens, Bruce Hinkeldey and Carol Lichtenberg, Pam Hansen and Brian Walsh, City Council members and Beck Engineering representatives. The building square footage is 4400 (cost per square foot rough estimate \$200 - \$250). The rectangular style of building had separate spaces for the director's office, kitchen and children's area, entry/greeting area, bathrooms, meeting room and the open library space with computer stations and tables. Suggestions were made by the board and committee as to arrangement of these spaces and a 2nd, possibly 3rd exit were points of discussion. Beck Engineering would like linear footage shelving estimates (by age category). Physical placement/property possibility is the two housing lots at the southeast end of main street (call was made to Joe Auge, current owner) or in the city park. The industrial board lot at the southwest end of main street is too small. The retention pond area would be too costly to fill in to make it a feasible building site. The temporary relocation move for the library is set to happen the first week of June. Needed updates and repairs will be handled mainly by the city staff (Brad Pederson), electrician Mike Miller and some outside volunteer help for landscaping and painting. Pam Henderson mentioned that the school might have expandable gates on hand that they are not using and these could work to close off the opening to the community building as we will be using the community building's restrooms for our library patrons. Kevin Walsh will contact the superintendent about that.

On a motion by Colleen Schwanz and seconded by Anna Garcia, the February Board meeting minutes were approved with corrections of the dollars estimate and spelling of the Claeys Brothers moving company name.

Past Statistical and City Revenue and Expense Reports for February 2025 were accepted. Gigi noted that the yearly budget is on track for fiscal year 2024-2025.

Following a motion by Carol Lichtenberg and seconded by Willa Casstevens, the March bills were approved.

Old Business

1. Gigi reported on the proposed yearly maintenance contract that she received from Terry Williams (NeoTech) which was a yearly cost of \$17,400.00. She and the Board all felt that more research is needed. Bruce Hinkeldey mentioned ANP IT service and said that they work with the Laurens and Milford libraries. Power Solutions was also mentioned since they bought out The Computer Store and might provide these services. Both of these will be researched before deciding on a maintenance contract.
2. Gigi reported that she has completed another class for the Director's Training. She has a year to complete the last classes (3) but her goal is to be finished by August.

New Business

1. Gigi shared the Director's Report with a couple of notable items. The fiscal year 2025-2026 Alta Community Library budget has been presented to the city council. The Summer Reading program KickOff will be May 31st at the Shelter House and will include the Park Board, BV Co. Health and school nutritionist. The library is working hard to promote the Bridges online books program and the BrainFuse programs. April 1st is the date set to reopen the Little Free Library in the park.
2. The VFW floor plan and improvement list was gone over (see notes in library relocation discussion portion of these minutes).
3. The summer Calendar and Programs have been scheduled/set.
4. An upgrade to the Junior Non-Fiction Collection has been made with the Mid-American Series purchase and outdated materials removed.
5. The Library will close for one hour on March 14th from 12:30 to 1:30 for a staff lunch meeting at Buffalo Ridge Cafe. Lunch cost is covered by Board donations.
6. Board discussion - Colleen Carlson-Konop is working on weekly updates to the Facebook page using Poster My Wall app and will cover programs, quotes, etc. She will coordinate this with Laura Turnquist who does most of the library's Facebook posting. Liking and sharing these posts will get the info out to more people. Reminder that the Library Board has signed up to do High Five Friday on May 9th.

The next regular monthly Board meeting will be Thursday, April 10, 2025.

Following a motion by Colleen Schwanz and seconded by Anna Garcia, the meeting was adjourned.