

ALTA COMMUNITY LIBRARY BOARD MINUTES FROM THURSDAY, AUGUST 21ST, 2025

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, Willa Casstevens (per phone).

Absent: Anna Garcia, Anne Iehl, Carol Lichtenberg

Visitors: Lorinda Peterson – Steering Committee (per phone).

The agenda was approved following a motion by Colleen Schwanz and seconded by Colleen Carlson – Konop, approved by all and carried unanimously.

Corrections & Approval August 21, 2025 Agenda - A motion was made by Colleen Carlson – Konop to approve the August 21, 2025 agenda. This motion was seconded by Colleen Schwanz, approved by all and carried unanimously.

Library Relocation Discussion

- Board reviewed Beck Engineering designs/drawings.
- Will reveal designs to public around Labor Day on Facebook and in newspapers.
- Lorinda suggested handing out flyers with information and data regarding library stats and new library. The use of the library is not well known and this is information that needs to get out to the public. Misinformation is circulating and this may help to rectify that. Will try and get this done after Lorinda gets back from vacation, mid-September.
- Will look into the possibility of also placing yard signs with regards to the upcoming vote around town.

Approve July 10th, 20205 & July 20th, 2025 Mintues – A motion to approve the July 10th, 2025 & July 20th, 2205 board minutes was made by Colleen Schwanz and seconded by Colleen Carlson – Konop, approved by all and carried unanimously.

Accept & File Past Statistical Reports – July – The board reviewed the July stats, numbers look very good.

Accept & File Past City Revenue & Expense Reports – The board reviewed July revenue and expense reports. Contract line item was high due to the moving contract being paid.

Approve August Bills - A motion was made by Colleen Carlson – Konop to approve the August bills. This motion was seconded by Colleen Schwanz, approved by all and carried unanimously.

Old Business

- **TFC Signed Contract – Discussion** – The contract with TFC has been signed and the first meeting with Tim will be held Friday, September 5th. We need to be thinking about people in the community we would like Tim to interview. Bring your suggestions to Gigi.
- **VFW Update On Tasks Completed** - Gigi gave us an update on work completed in the library by the city, which we are extremely grateful for, however, the task list of uncompleted work is extremely long and Gigi will work with Brad Pedersen to get items done as soon as possible. Bruce will check into getting the vanity install completed.
- **Community Meeting Dates** – After much discussion it was decided that the first community meeting with regards to our library referendum vote will be held Sunday, September 28th at 2:00 p.m. We will have a booth at the Hometown Pride Days on October 4th & 5th. Will reach out to the fireman to see if it is possible to set up an information table at the fireman's fundraiser on October 12th and have the last community meeting on Sunday, November 2nd at 2:00 p.m. Will let TFC know our tentative dates so that he has a concrete date that the video needs to be completed by.

Social Media Policy - Willa and Gigi working on finalizing the Library's Social Media Policy and it was reviewed by the Board. A motion to approve the ALC Social Media Policy was made by Colleen Schwanz and seconded by Colleen Carlson – Konop, approved by all and carried unanimously.

New Business

- **Director's Report** – Gigi shared her Director's report with the board. She will be attending the Iowa Library Association's Annual Conference in Sioux City on October 1st – 3rd.
- **Hometown Pride Days** – Will work with city to have a library booth at the Hometown Pride Days. Once more planning has been done we can move forward with our planning.
- **Iowa Library Association Convention – October 1st – 3rd** – Gigi plans to attend, just isn't sure at this moment what days she plans to attend for sure. Great learning and networking experience for our Director.

The next regular monthly Board meeting will be held Thursday, September 11th, 2025 at 5:15 p.m.

Adjournment

A motion was made by Colleen Schwanz and seconded by Colleen Carlson – Konop to adjourn the meeting. This motion was approved by all and carried unanimously. The meeting adjourned at 7:15 p.m..