

Alta Community Library Trustee Board Minutes

Thursday March 12, 2020

5:15 Alta Community Library

Call to Order: 5:20 PM

Roll Call: ___X___ Harold Carstens ___Ana Garcia ___X___ Ashley Heiberger ___Anne lehl ___X___ Jeri Kolpin ___Ashton Christiansen___X___ Gretchen Miller ___X___ Director Andrea Hogrefe

Approval of March Agenda: Motion by Miller, second by Kolpin, motion carried.

Citizen Input: None

Approval of February Minutes: Motion by Heiberger, second by Kolpin, motion carried.

Accept and place on file March Statistical Report: Report reviewed

Accept and place on file March Revenue and Financial Report: Report reviewed

Approval of bills (available at meeting): Motion by Heiberger, second by Miller to approve March bills, motion carried.

Unfinished Business:

1. Dolly Parton Imagination Library: Direct met with bank and it was determined that library can't partner with the school for the financial management of the funds. Director will explore another option.

2. Friends Group: Director still promoting

3. Accreditation

a. Update Confidentiality policy. Motion by Miller to adopt the Library Confidentiality Policy from the State Library, second by Kolpin, motion carried.

4. WhoFi Stats reviewed.

5. FY2021 Budget- will review and update line items in May.

6. Bridges Renewal FY21 has been submitted

7. Local TV Channel: Director will contact about library promotion.

New Business:

8. Director's Report: Andrea Hogrefe-No action taken on these items

a. Upcoming events reviewed- Egg hunt has been cancelled

b. Prep for Nation Library Week and worker day: April 20-24.

c. Meetings: attending City Council meeting and Chamber of Commerce

d. CE- new website through the State will be up soon.

9. Update Safe Child Policy: Motion by Kolpin to approve updated Safe Child Policy, second by Heiberger, motion carried.

10. T-shirts will be purchased for library staff for programs.

11. New shelving will be purchased for newspapers.

12. Trustee member Ashley Heiberger will be moving out of the area and leaving the board effective in April. We thank Ashley for her service and wish her and her family the best. Director will begin looking for replacement.

13. Board Training: Board spent 15 minutes reviewing ALA data, Women in Iowa data and Library Board plan.

Adjourn: Motion by Heiberger, second by Kolpin, adjourned at 6:25 PM

Respectfully submitted: Gretchen Miller, Secretary

Next meeting date: April 9, 2020