

## Library Board Minutes January 12, 2021

The Oelwein Public Library Board of Trustees held its regular board meeting on Tuesday, January 12, 2021 at 5:00 p.m. at the library.

Present: Mars, Gilson, Kerns, Payne, and Macken

Absent: Berryman, Ingersoll

President Mars called the meeting to order at 5:02 p.m.

Gilson made a motion to approve the agenda. Seconded by Kerns. Motion carried.

Gilson made a motion to approve the minutes. Seconded by Kerns. Motion carried.

**Correspondences:** none

**Trustee Training:** The board reviewed the standard on providing access to and promoting online database products. Currently, a committee headed by the State Library is reviewing a number of databases and is seeking recommendations from librarians on the most useful databases for patrons to use.

**Director's Report:**

- The director will be gone for approximately 4 weeks on medical leave effective January 13.
- The study pod will ship in February. The company has extended the warranty from 3 years to 5 years.
- Water was dripping in the ceiling of the children's closet and the men's rest room during a period of freezing and thawing.
- Ken's Electric will be fixing the outdoor sconces and sign light.
- The director gave a presentation to the city council on library services, staff, and the budget request.

**Friend's Report:**

- In December, poinsettias were purchased to decorate the library.
- The Dolly Parton Imagination Library program will be sponsored by the Friends. Upon registration, children in the community from ages 0-5 will receive, each month, an age appropriate book delivered to their home. The library will offer the 1000 Books before Kindergarten program.
- A button maker kit will be purchased for participants to enjoy designing and making buttons and for librarians to make incentives. This can be used for After-school programs, Summer Reading Programs, and as an activity at the library booth for Party-in-the-Park.
- A committee has been formed for planning a curbside Chocolate Fest.

**Bills** were reviewed. Gilson made a motion to approve the bills. Seconded by Kerns. Motion carried.

**Library Services and Hours** were discussed. The director presented information on the positivity rate for Fayette County. In December, staff began offering faxing services, again. Latex gloves are worn when doing this transaction. Services currently not offered is the meeting room for meetings and programs (except for city departments), passports, and seating. The board discussed if there should be any changes in the remaining restricted services. The board would like a report on how many people are asking to use the meeting room for meetings. This information will be reviewed and discussed at the February library board meeting.

The **Registered Sex Offender against a Minor Policy** was reviewed. The policy has been revised to include the recommended due process of appealing to the library board if the library director decides to ban a registered sex offender against a minor from the library.

Gilson made a motion to adjourn at 5:35 p.m.

The next meeting will be on Tuesday, February 16 at 5:00 p.m.

Respectfully submitted,

Susan Macken