

The Oelwein Public Library Board of Trustees will meet on Tuesday, August 12, 2025, at 5:00 p.m. at the Oelwein Public Library.

## AGENDA

**Roll Call**

**Agenda Approved**

**Minutes Approved**

**Correspondence and communications –**

**Trustee Training:** Required training for newly appointed board members.

**Director's Report:** RAGBRAI, VR Truck, Report to Supervisors, AEA Delivery, Family Feud Game, Closed Labor Day, Director's Vacation

**Friend's Report:**

**Bills Approved:**

**Unfinished Business**

## New Business

End of Year Budget Review

**Policy Review:** Personnel Policies

**Adjournment**

## July

**Circulation:**

**25 July: 3931**

*24 July: 4193*

**Computer Use:**

**25 July: 120 Wireless: 1135**

*24 July: 98 Wireless: 678*

**Reference Questions:**

**25 July: 451**

*24 July: 476*

**Passports:**

**25 July: 11**

*24 July: 7*

**Attendance:**

**25 July: 2882**

*24 July: 2296*

**New Patrons:**

**25 July: 18**

*24 July: 22*

**Program Attendance: Website Visits:**

**25 July: 181**

*24 July: 94*

**25 July: 775**

*24 July: 516*

**Acquisitions:**

**Books 55**

**Movies 4**

**Audio 1**

**BRIDGES Downloads: 557**

**eBooks: 308**

**Audio: 236**

**eMagazines: 13**

## Changes to Iowa Code Chapter 21

### Required Training on Open Meetings & Records for New Board Members

[House File 706](#) adds required training on Iowa's open meetings and open records laws for new members of a governmental body.

Effective July 1, 2025, the new section (Iowa Code 21.12) states that **new board members** (appointed or elected after July 1, 2025) are required to take a course between one and two hours long regarding compliance with Iowa Code chapters 21 and 22. The course must be completed within 90 days of election, oath of office, or assumption of duties. A certificate must be issued upon completion which shall be maintained and available for public inspection by the board's governmental body.

The Iowa Public Information Board is preparing guidance with more information and training requirements. The State Library will share more with public library directors and trustees when this information is available.

The Oelwein Public Library Board of Trustees met on Tuesday, August 12, 2025, at 5:00 p.m. at the Oelwein Public Library.

**Present:** Mars, VanDenHul, Franzen, and Macken

**Absent:** Ingersoll, Kerns, and Seeders

Vice-president VanDenHul called the meeting to order at 5:00 pm.

**Agenda and Minutes Approved:** Franzen made a motion to approve the agenda and the minutes. Seconded by Mars. Motion carried.

**Correspondence and communications** – Kathy from Fayette County Extension sent a letter of thanks for letting them use the meeting room for the 4-H Summer Day Camp.

**Trustee Training:** The State of Iowa has a new law requiring all newly appointed board members to receive training in open meetings and open records law.

**Director's Report:**

- RAGBRAI riders appreciated the library facilities for filling water bottles, cooling off, charging devices, using computers and Wi-Fi, and using the restrooms. We received many compliments and some donations. There were approximately 500 visitors that day and around 50 campers.
- The VR Gaming Truck was a popular event. Around 36 people participated with most gamers being men and boys.
- The report to the County Supervisors on how the library spent the county appropriation was submitted.
- The new inter-library loan AEA van delivery system has started. Staff appreciate that the van makes the deliveries directly to the library.
- The Family Feud Game event is scheduled for August 18<sup>th</sup> at 6:00 pm.
- The library will be closed for Labor Day.
- The Director will be on vacation from September 2-5.
- Personified will start drywall repairs and painting on August 13.
- EV Charging Station has a damaged end. Since the replacement part is no longer made, a new charger is being sent. The unit is under warranty.
- The repairs to the west windows could not proceed since the incorrect size of material was ordered.

**Friends' Report:** The next meeting is August 18.

**Bills Approved:** Mars made a motion to approve the bills. Seconded by Franzen. Motion carried.

**End of Year Budget Review:** The expense and revenues report for the general fund and the Bequest fund for FY25 was reviewed.

**Policy Review:** Franzen made a motion to approve the reviewed Personnel Policies Introduction. Seconded by Mars. Motion carried.

**Adjournment:** Franzen made a motion to adjourn at 5:15 pm. The next meeting is Wednesday, September 10 at 5:00 pm.