

The Oelwein Public Library Board of Trustees will meet on Wednesday, March 11, 2026, at 5:00 p.m. at the Oelwein Public Library.

**AGENDA**

**Roll Call**

**Agenda Approved**

**Minutes Approved**

**Correspondence and communications –**

**Trustee Training:** Recruit New Trustees-Part 2

**Director’s Report:** Part-time librarian, Website Compliance, Atrium Completed, New Custodian, Upcoming Programs

**Friends’ Report:**

**Bills Approved:**

**Unfinished Business**

**New Business**

Grounds Maintenance and Flag Pole

Iowa Adventure Pass

3-D Printer

Foundation Board Member Recommendation – Janice Minton

**Policy Review:** Staff and Board Member’s Considerations

**Adjournment**

**February**

**Circulation:**

**26 February: 3065**

*25 February: 3115*

**Computer Use:**

**26 February: 75 Wireless: 647**

*25 February: 91 Wireless: 734*

**Reference Questions:**

**26 February: 465**

*25 February: 403*

**Attendance:**

**26 February: 2190**

*25 February: 2040*

**New Patrons:**

**26 February: 20**

*25 February: 16*

**Program Attendance:**

**26 February: 201**

*25 February: 202*

**Passports:**

**26 February: 9**

*25 February: 7*

**Acquisitions:**

**Books 87**

**Movies 0**

**BRIDGES Downloads: 553**

**eBooks: 244**

**Audio: 275**

**eMagazines: 34**

**Recruit New Trustees**

Develop a list of potential board members to fill vacancies ensuring the list reflects:

- Diversity in representation
- A variety of occupations and knowledge bases
- Participation in community groups and organizations
- Library users and non-users

The Oelwein Public Library Board of Trustees met on Wednesday, March 11, 2026, at 5:00 p.m. at the Oelwein Public Library.

**Present:** Mars, Franzen, Kerns, Macken

**Absent:** VanDenHul, Ingersoll, Payne

Kerns called the meeting to order at 5:04

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

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

**Correspondence and communications:** There were no correspondences.

**Trustee Training:** Recruit New Trustees-

Develop a list of potential board members to fill vacancies ensuring the list reflects:

- Diversity in representation
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**Director's Report:**

- Staff are in the process of hiring a replacement part-time librarian. The board suggested using Facebook ads if needed.
- Staff will be attending a class on Website Compliance. A new federal rule will require state and local government websites (including public library websites) to comply with accessibility standards to ensure web content is accessible to people with disabilities.
- The repairs to the atrium are completed.
- Midwest Janitorial has assigned a new custodian to clean the library as the former custodian was doing substandard work. The new person is doing a good job.
- Staff will have a display at the Diversity Night on March 31 at the event center.
- The Daughters of the American Revolution genealogy program will be April 8 at 6:00 p.m.
- The Norma Jean Warner Trust is distributing \$941.69 to all public libraries in Iowa with a population below 7,000. The funds will be distributed to the Oelwein Library Foundation.

**Friends' Report:** The next meeting is March 16.

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

**Grounds Maintenance** -The Parks Department will be taking care of the mowing and grounds maintenance. The Lot line item in the library's budget will be transferred to the Parks Department.

**Flagpole** - The plants around the flagpole have become scraggly. Parks staff suggested filling the space with pavers to match the reading garden. This would also better accommodate raising and lowering the flag, especially under wet conditions. An estimate from Stewartscape is \$4,362.76 for pavers that match the Reading Garden. A Holland Paver block like the banding in the city sidewalks would be \$3,960.96. Kerns will ask if Connie Kerns and Jake Blitsch would like to maintain or improve the area around the flagpole.

**Iowa Adventure Pass** – This program is available to Iowa public libraries. Libraries can buy season passes to various museums and zoos for patrons to use once per season. Season passes cost anywhere from \$100 to \$550. In addition, there is an annual website platform fee of \$250. The director will ask if the Friends of the Library would like to sponsor this program.

**3-D Printer**- Information was presented to the board on 3-D printers. The printer would be available for patrons to create objects for a fee or for staff to create reading incentives. The Bambu P1S would cost \$549 with the AMS Combo and the P2S, the updated version, would cost \$800 with the AMS Combo. Filament and tools are additional costs. Franzen made a motion to purchase the P2S and additional tools using Enrich Iowa funds. Seconded by Mars. Motion carried.

**Foundation Board Member Recommendation** – Janice Minton has been recommended to serve on the Library Foundation Board. Franzen made a motion to approve the appointment of Janice Minton to the Library Foundation Board. Seconded by Mars. Motion carried.

**Policy Review:** Staff and Board Member's Considerations

Mars made a motion to approve the following revisions to the policy:

Remove Fax Usage since long distance charges are inclusive in the monthly phone bill.

Add printer usage with copier and add color printing charges for \$0.25 per page.

Remove computer usage print charges as these charges are part of the copier and printer charges.

Seconded by Franzen. Motion carried.

**Adjournment:** Franzen made a motion to adjourn at 6:33.

Respectfully submitted,  
Susan Macken

The next meeting will be Wednesday, April 15 at 5:00 p.m.