

The Oelwein Public Library Board of Trustees will meet on Tuesday, March 11, 2025 at 5:00 p.m. at the Oelwein Public Library.

**AGENDA**

**Roll Call**

**Agenda Approved**

**Minutes Approved**

**Correspondence and communications –**

**Trustee Training:** Open Meetings and Records, part 3 – Closed Sessions

**Director’s Report:** AV Equipment and Auto Door Opener Installed, School Visits

**Friend’s Report:**

**Bills Approved:**

**Unfinished Business**

Paint & Wallpaper

Restroom Vanities

Chair Rail Estimate

**New Business**

**Policy Review:** Devices and Special Collections

**Adjournment**

**February**

**Circulation:**

**25 February: 3115**

*24 February: 3850*

**Computer Use:**

**25 February: 91 Wireless: 734**

*24 February: 105 Wireless: 725*

**Reference Questions: Passports:**

**25 February: 403**

*24 February: 469*

**25 February: 7**

*24 February: 7*

**Attendance:**

**25 February: 2040**

*24 February: 2177*

**New Patrons:**

**25 February: 16**

*24 February: 23*

**Program Attendance: Website Visits:**

**25 February: 202**

*24 February: 185*

**25 February: 541**

*24 February: 518*

**Acquisitions:**

**Books 79**

**Movies 5**

**Audio 0**

**BRIDGES Downloads: 435**

**eBooks: 227**

**Audio: 178**

**eMagazines: 30**

**HOOPLA Downloads: 218**

**eBooks: 41**

**Audio: 157**

**Movies: 6**

**Comics: 7**

**Music: 2**

**TV: 5**

The Oelwein Public Library Board of Trustees met on Tuesday, March 11, 2025, at 5:00 p.m. at the Oelwein Public Library.

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

**Absent:** Ingersoll

Vice-President VanDenHul called the meeting to order at 5:00 p.m.

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

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

**Correspondence and communications:** none

**Trustee Training:** The board viewed the Open Meetings and Records Law video, part 3, scenarios 3 on closed meetings.

**Director's Report:**

- The AV equipment was installed in the meeting room.
- The main entrance exterior replacement auto door opener was installed.
- Franzen arranged to have the Little Husky Learning Center students, and the kindergarten classes visit the library in honor of "Love Our Library Week."

**Friend's Report:**

- The meeting was postponed until March 13.

**Bills Approved:** The list of bills was reviewed. The fingerprint reader software was renewed for 2 years since there is a 25% discount for the second year. Mars made a motion to approve the bills. Seconded by Kerns. Motion carried.

**Paint and Vinyl Wallcovering:** Furniture Showcase no longer sells wallcovering, but Personified does hang wallcovering. Macken shared two commercial grade wallcovering samples. To wallpaper both public restrooms, it would cost approximately \$3400-\$4200. Mars stated that the tile used in the Waverly Public Library restroom walls was striking and easy to clean. Macken will inquire about tile.

**Restroom Vanities:** Irvines submitted an estimate for installing Onyx countertop with a "wave" bowl and faucet and an Azek front cover for \$1572 per restroom. A touchless faucet would be an additional \$320 per sink. A similar unit for the staff restroom would be \$1265. The board discussed the advantages and disadvantages of a touchless faucet. Macken will send a message to Iowa libraries for feedback on their experience with touchless faucets. Macken will request color samples for the countertops.

**Chair Rail:** Macken received one bid.

- Miller Construction for \$2959.57.

Kerns made a motion to accept the estimate from Miller Construction. Seconded by Mars. Motion carried.

**Policy Review:** The board reviewed the Special Devices policy. Franzen made a motion to approve the policy as reviewed. Seconded by Kerns. Motion carried.

**Adjournment:** Franzen made a motion to adjourn the meeting at 5:50.

Respectfully submitted,  
Susan Macken

The next meeting will be on Tuesday, April 8 at 5:00 p.m.

Director Evaluations were distributed. Trustees will return them to Brett Ingersoll. The director will be evaluated at the library board meeting in April.