

Osceola Public Library Board of Trustees
Minutes of Regular Meeting: April 16, 2019

Trustees Present: Marcia Dressel, Michele Merritt, Betsy Kremser, Diane Moser

Absent: Kaitlyn Carlson, Stephen Bjork

Also Present: Rebekah Palmer, OPL Interim Director

President Dressel called the meeting to order at 5:38 p.m. Motion made by Merritt to approve the agenda; seconded by Kremser. Motion carried 4-0.

Minutes from 3/14 meeting were corrected to remove the duplicate mention of Bjork in attendance, after which MMS by Moser/Merritt to approve the minutes as amended. Motion carried 4-0.

Citizens comments: None present.

Interim Director report:

Summer Learning Program: Donations from local businesses continue to slowly come in. June 1 kick-off will feature Magic Norm and a visit from "Hoot". OPL will also staff a booth at Rhubarb Fest.

Collections and Circulation: Received several large book donations, many of high quality were added to collection. Circulation dipped slightly in March vs. last March, weather perhaps a factor.

Events & Activities: Regular events for children continue to be well attended. Adult Winter Reading Program ended 3/31 with prize drawings held on 4/1.

Facility & Staff: OPL and Discovery Center are very popular for all ages. Part-time staff are seniors, so new recruits need to be added and trained. Continuing concerns/problems with unattended youth in corridor areas after school. Policies in place for building usage will be strictly enforced for safety, security and respect for all patrons.

Financials: Budget comparison details still reflect 2018; need current comparisons. MMS by Kremser/ Moser, to approve transaction report, noting absence of current comparison and requesting immediate detail of 1st quarter budget vs. actual comparisons. Motion with stipulation carried 4-0.

Bills: Palmer reported expenditures taking place only as needed and as allocated. Moser moved to approve with second from Merritt. Carried 4-0.

Other financials:

Upcoming staffing, technology and training were discussed. MMS by Moser/Kremser for a staff cost of living wage increases at 3% across the board effective 4/1; 3%

increase effective for Palmer to be applied after Interim responsibilities discontinued. Approved 4-0.

MMS by Merritt/Kremser to issue a credit card in Palmer's name for general usage, as per past practice. Dressel will coordinate. Motion carried 4-0.

MMS by Kremser/Moser to establish new account at MidwestOne for e-commerce dollars (DC room reservations and usage fees). Motion carried 4-0.

*Merritt left at 7 p.m.

Other discussions:

Discovery Center Meeting Room Policy document was reviewed and edited. Palmer will prepare revised document.

Dressel presented an update on OPL Director applicants and planned first interviews.

Next meeting tentatively set for May 15. Schedule changed due to Celebrate Osceola taking place on normal meeting date.

Motion to adjourn at 7:20 p.m. by Betsy Kremser.