

# Oskaloosa Library Board of Trustees

## Minutes

18 September 2023

### Board Members Present:

President, Doug Bond; Treasurer, Erin Subelka; Secretary, Greg Barnard; Stephanie Spencer; Heath Flax; Lori Whaley; Kim Smith; Library Director, Cheryl Sylvester; Michael McDonald (NEKLS).

Call to Order: The Board opened in regular session at 6:08 pm.

Correspondence: Cheryl said she had none, but noted we had been turned down by Walmart for a grant, and had heard nothing yet on the "designated computer" grant.

Minutes: After brief review the August minutes were approved as submitted-- Heath moved, Kim seconded.

Treasurer's Report: After looking over budget and expenditure reports, there was some discussion of appropriate levels for maintaining checking accounts to consistently cover regular "big hits" like payroll and taxes. Cheryl said she still expects to purchase one, and perhaps two, new computers, as budgeted. The report was approved unanimously, Lori moving and Heath seconding.

Director's Report: Cheryl began by reporting that we will be losing Lisa at year end, and she has begun the process of searching for a new Children's Librarian.

She distributed and presented her written Director's Report, accompanied by a paper covering the funding levels and revenues of a dozen or so comparably sized libraries in the state, and another detailing the usage data on our and other area libraries. These together prompted much interested conversation and numerous questions.

Cheryl also distributed several flyers on upcoming programs-- Teen Activities Night, 22 September; Mystery Night, 14 October at City Hall; various weekly and monthly programs.

StoryTime will continue through December, she said-- the Volunteer Expo Cheryl described as "a bust".

Discussion Items: Our visitor, Michael McDonald, Executive Director of NEKLS, gave an extensive presentation to the Board of the Northeast Kansas Library Foundation (of which he also serves as Executive Director), a "501c3". The Foundation acts as "a fiscal agent" for libraries who want a partner to facilitate fundraising. He noted that NEKLS also has a "fundraising/public relations consultant" whose assistance is available to member libraries. There was much discussion of the nuts and bolts of fundraising online.

Doug redirected the Board to our Strategic Plan review of Goal 4, with the focus specifically on those papers Cheryl had provided of comparably-sized libraries.

Michael McDonald departed, and ...

Heath moving, Stephanie seconding, and the Board unanimously agreeing, The Board went into "Executive Session" at 7:54 for matters concerning personnel. Kim recused herself at 7:56. The Board ended the session at 8:09 and returned to regular order, and Kim rejoined.

Heath moved, Lori seconded, and the Board approved unanimously (Kim abstaining), that we make a hiring offer to staff member Sammy Herzberg as Library Director, upon Cheryl's retirement as of 27 December 2023.

Greg moved, Lori seconded, and the Board voted unanimously to adjourn at 8:16.