

Oxford Library Board Meeting Minutes

March 6, 2023

Present: Jayne Keiser, Billie Ruden, Lauren Roberts, Megan Dial-Lapcewich, and Deb Kinney

Absent: Margaret Hennes, Colleen Bowers, and Elizabeth Spratt

Unfinished Business

Library Director Review - The Library Director review was done in closed session.

Librarian Report

Library Usage - In February the library was open 64.5 hours with 175 patrons in the library, nine computer users, 176 physical materials and 70 e-books were checked out. Six new library cards were issued. 78 patrons attended the various programs in the library. Thirty craft bags were distributed.

Johnson County Grant Site Visit - There was a site visit of the Oxford Library by Johnson County personnel as a requirement of the Johnson county grant the library receives. Lauren indicated the visit went well.

April Craft Time event - There will be an event at the Oxford Fire Station on April 15 due to the selling of an old fire truck and a new one being purchased. The library will have a story time and craft at the library to correlate with the Fire Station event. Megan indicated Tiffin has been having story time at the Tiffin Fire Station and wondered if the story/craft time could be at the Fire Station instead of the library. Lauren to check into this.

STEM Fair Presentation - Lauren to make a presentation at the STEM Fair at the Coralville Public Library. She will be presenting information on the Spy Camp program she had at the library.

New Library Cards - There has been an increase in Oxford library cards issued during the past month due to the Saturday craft time that Lauren has implemented.

Mayor/Library Audit Meetings - The last audit meeting went well. The board members were urged to email any issues for the next meeting to Billie or Lauren.

New Business

New Board Member Orientation - There is a new board member video series of six videos on the State of Iowa Library website. This could be used for new board member orientation along with the Trustee handbook. It was discussed that we watch the videos at future board meetings. Megan to put together a new board member checklist of general information and where to find the training videos and will supply it at the next meeting.

City Comprehensive Plan Committee - Lauren will be a member of the City Comprehensive Plan committee for Oxford. On Saturday, May 13 there will be an informational town hall meeting for the community regarding the comprehensive plan for Oxford.

The next meeting will be Monday, April 3, 2023 at 6:30 P.M.

Motion made and seconded by Keiser/Ruden to adjourn the meeting. Motion carried.