

Oxford Library Board Meeting Minutes

September 9, 2024

Present: Jayne Keiser, Lauren Roberts, Jessica Arieux, Colleen Bowers, Megan Dial-Lapcewich, and Deb Kinney

Absent: Elizabeth Spratt and Billie Ruden

Minutes: A motion was made and seconded by Arieux/Dial-Lapcewich to approve the August minutes. Motion carried.

Librarian Report - In August the library was open 69 hours with 199 patrons in the library, 11 computer users, 167 physical materials and 102 e-books were checked out. Six new library cards were issued. 68 patrons attended the various programs in the library. There were 30 craft bags distributed in August.

Johnson County Historical Society Outreach Program - Lauren has agreed to present a Halloween themed program for all ages at Plum Grove Historical House in Iowa City on October 28. A table to promote the Oxford Library can be set up at the event. There will be historical information on Halloween.

Fall Book Sale - The fall book sale will be on Saturday, October 5 from 10 am - 3 pm at the library. Lauren indicated that volunteers would be needed. Flyers for the sale will be posted around Oxford. Payment for the books will be by free will donations.

Movie & Craft In Creekside Park - Party in the Park worked well, and the movie provided a good trial run. There will be another movie and craft in Creekside Park on October 12 at 5:00 pm. It will have a spooky fun theme with painting pumpkins and participants can come in costumes. There will be a photo spot for pictures, and popcorn will be provided by Hills Bank. The movie will be "Hocus Pocus".

Library Annual Report - Lauren has completed the Oxford Library's annual report to be submitted the following day. There was a big increase in door count, circulation and program participants.

Library Policies - The library's Personnel Policy was reviewed by the Library Board. It was decided to change the wording on the paragraph about being absent to: Any employee or volunteer unable to be present for his/her shift, will be responsible to communicate their absence to a supervisor. In the event the shift cannot be covered by another employee or trained volunteer, the public will be notified of the library's closure.

The next meeting will be Monday, October 7, at 6:30 P.M. at the library.

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

