

Altoona Public Library
Library Board of Trustees
Meeting Minutes
September 8, 2009

The Library Board of Trustees met for their regular monthly meeting at the Altoona Public Library on Tuesday, September 8, 2009. Those present included the following: Diane Burget, Evelyn Cole, and Marc Hesner. Also in attendance were Library Director, Dan Bakke and Michelle Sloan, council liaison. Adam Kline and Byron Orton were absent.

President, Diane Burget called the meeting to order at 7:00 PM. The agenda was reviewed. A motion to approve the agenda was made by Evelyn Cole and seconded by Marc Hesner. Those voting in favor were: Diane Burget, Evelyn Cole, and Marc Hesner. Motion carried.

Next, the minutes from the August 11, 2009 regular board meeting were reviewed. A motion to approve the minutes was made by Evelyn Cole and seconded by Marc Hesner. Those voting in favor were: Diane Burget, Evelyn Cole, and Marc Hesner. Motion carried.

The next item on the agenda was to approve the bills and to review the budget. A motion was made by Marc Hesner to approve the bills. The motion was seconded by Evelyn Cole. Those voting in favor were: Diane Burget, Evelyn Cole, and Marc Hesner. Motion carried.

A time for public comment was the next item on the agenda. There was no public comment.

The next item on the agenda was correspondence. The Director had received a thank you card from a temporary resident at Adventureland expressing her thanks for good service this summer.

Next on the agenda were reports. The Library Director reported that circulation increased 2% over this month last year. Michelle Sloan, council liaison reported that the new Bass Pro store had 59,204 people in attendance over seven days. Work is continuing on the new Heritage Civic Center.

There was a PCLA meeting on August 26th in Pleasant Hill. Items discussed were policies having to do with the new sex offender law and voting of new officers for the coming year.

Marc Hesner reported that the Library Foundation met on August 25th at 7:00 p.m. Sale of Foundation book bags is now in the black. The Foundation will be discussing a fund raising idea at their next meeting to be held on Monday, November 9th. The fund raiser

will be a knowledge bowl to be held sometime in February. New board member, Allison George had raised around \$3,000 for another group with this idea.

Next, the hiring process for the library director position was updated. Diane reported that she had spoken with Jack Lipovac and that he had received ten applications so far. Five of those were from out-of-state applicants.

Under new business a Sex Offender policy was discussed. The following policy was read and reviewed.

Altoona Public Library Restrictions on Sex Offenders Using the Library

I. Purpose

The library will follow restrictions on sex offenders as set forth in Chapter 692A .113 (f) and (g) of the Code of Iowa. Convicted sex offenders against minors shall not be allowed on library property or be within 300 feet of library property without written permission of the Library Director. The Library Director will not give written permission to anyone who is a convicted sex offender.

II. Responsibilities of any sex offenders for use of the Library

- A. The Altoona Public Library has no control over sex offenders not following the guidelines as set forth in Iowa law. If, however a sex offender is identified as being in or within 300 feet of the Altoona Public Library, the police shall be immediately notified.
- B. Sex offenders shall not be eligible for employment or volunteer work in the library.

III. Rules for Usage

- A. Sex offenders may apply for a library card by mail. To apply by mail they must first identify in writing that they are a convicted sex offender. They must also provide photocopies showing their present address, telephone number and birth date and must agree to follow the rules of the library. If these provisions are met then a library card will be issued by mail. Any change in address must be immediately reported to the library.
- B. Once they have received their library card and pin number they may begin using online services which are provided over the Internet by the library.
- C. Sex offenders may send a family member or a designated representative to the library with their library card to check out library materials. Proxy borrowers must show proof via a signed letter from the sex offender that they are acting in absentia for the card holder. Proxy borrowers may not be on the sex offender registry.
- D. Sex offenders may not use their card to have more than 10 items checked out on their library card.

- E. The library may suspend, curtail or eliminate library privileges at any time for a registered sex offender.

Marc Hesner made a motion that the Sex Offender Policy be adopted as written and that a second reading be waived. Evelyn Cole seconded the motion. Those voting in favor were: Diane Burget, Evelyn Cole, and Marc Hesner. Motion carried. It was also suggested that our policy be sent to other Polk County libraries and to judge their reaction.

A special library board meeting is also planned with Jack Lipovac on Tuesday, September 22nd at 5:00 p.m. to discuss the hiring process.

The next regular meeting of the library board will be held on Tuesday, October 13, 2009 at 7:00 PM at the Altoona Public Library. Items on the agenda for this meeting include a report from any response from our new sex offender policy. A motion to adjourn was made by Marc Hesner. The motion was seconded by Evelyn Cole. Motion carried unanimous. The meeting adjourned at 7:27 PM.

Respectfully submitted, Dan Bakke, Library Director.