

**APPROVED 4/2/2019**

**LIBRARY BOARD OF TRUSTEES MEETING  
February 27, 2019**

**MINUTES**

- I. CALL TO ORDER  
Meeting called to order at 7:30 pm by Earle  
Members present: Lisica, Steffey, Earle  
Member excused: Powers, Weins  
Library staff present: Director: Thomas,  
Friends of the Library Representative: Moira Willis
- II. APPROVAL OF AGENDA  
Motion made by Lisica to approve agenda as presented, 2<sup>nd</sup> by Steffey.  
Agenda motion approved.
- III. APPROVE OF MINUTES  
Motion made by Lisica, to approve the minutes as presented, 2<sup>nd</sup> Steffey.  
Minutes as presented were approved.
- PUBLIC DISCUSSION  
This is an opportunity to comment on items that are not on the agenda.  
Comments need to be addressed to the Board.
- No public comments.
- IV. FINANCIAL REPORTS  
A. Monthly expenses and revenues – Sandi’s report  
Data provided as of 02/27/2019 for period ending 01/24/2019.  
Motion made by Steffey, 2<sup>nd</sup> by Earle to accept financial reports as  
presented. Motion approved.  
B. Monthly Fund Report – City Printout –  
Printout received dated 02/26/2019 for the period ending 01/31/2019.  
C. City Treasurer report –  
A report was provided dated as of January 31, 2019.
- V. BUSINESS  
A. OLD  
1. Small kitchen area - revised TPG report/costs  
TPG provided updates and revisions of the kitchen. Sink will be moved  
off the left wall area to provide counter space.. Motion was made by  
Steffey to approve the changes, 2<sup>nd</sup> by Lisica. Motion approved  
2. Approve closing the Saturday before Labor Day per policy  
Previous discussion was resolved with referral to the Library Policy  
handbook. Motion by Earle and 2<sup>nd</sup> by Steffey to maintain the closing  
and to examine the closing policy and the policy manual.

B. NEW

1. Approve revised guidelines for use of a community room  
Library director requested adding the statement ...  
***Cancellations without 24-hour notice or failure to show for a reserved room may result in the suspension of a group's meeting room privileges as determined by the Library Director.***

Due to demand and availability problems have developed of "no shows" and not having room available to others. Motion made by Lisica and 2<sup>nd</sup> by Earle to approve the addition to the policy. Motion passed.

2. Request for reconsideration of library book  
A formal written request was submitted to re-evaluate a book in the library collection. The book *The Giver* by Lois Lowry was questioned. The GN book *The Giver*..will be moved out of YA collection and into the GN collection in the adult side. Motion was made by Steffey and 2<sup>nd</sup> by Earle to approve. Motion approved.

C. OTHER

VI. ANNOUNCEMENTS, INFORMATION, ETC.

- A. Program stats from February 2019 and upcoming events, programs  
MPL Children's Room News for January 2019 was distributed.
- B. Friend's Report – M. Willis
- C. Donation report  
Total stands at \$ 58,097
- D. Other

VII. ADJOURN

Motion made by Earle, 2<sup>nd</sup> by Steffey to close the meeting. Motion carried.  
Meeting adjourned @ 8:35 pm

VIII. NEXT MEETING DATE - Wednesday March 27, 2019 @ 7:30 PM

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