

**LIBRARY BOARD OF TRUSTEES MEETING
April 22, 2015**

MINUTES

- I. CALL TO ORDER
Meeting called to order at 7:30pm by Powers.
Members present: Powers, Earle, Weins, Lisica, Steffey
Members excused: --
Library staff present: Director: Thomas
City representative: Mayor, John Dupray
- PUBLIC DISCUSSION
No public discussion
- II. APPROVAL OF AGENDA
Motion made by Lisica to approve agenda with additions as presented, 2nd by Weins. Motion approved.
- III. APPROVE OF MINUTES
Motion made by Powers, 2nd Steffey to approve the March 25th minutes with corrections. Motion approved.
- IV. FINANCIAL REPORTS
A. Monthly expenses and revenues (Sandi's report)
Motion made by Weins, 2nd by Lisica to accept report dated 04/20/2015 as presented. Motion approved.
B. Monthly Fund Report – City Printout –
Presented dated 04/20/2015 for the period ending 04/30/2015
C. City Treasurer report –
Report dated March 31, 2015 received
- V. BUSINESS
A. OLD
1. Approve MOS proposal on equipment
Representative from vendor was present to answer questions on the contract. After discussion it was requested that the company provide figures for purchase of equipment and services as opposed to the 5 year lease option presented in the original proposal. Decision tabled.
- B. NEW
1. Library parking lot discussion – C. Earle
Earle presented the need for the library to have a legal title to the parking lot as the city tries to offer developers a chance to present plans for adjacent property. The parking lot consists of lot 4, 5, 6. She felt that there was a possibility of the city including the parking lot as part of the development plan and the library users would lose its use. After discussion of options as well as the legal issues, the mayor noted that the parking lot will remain as such since there is a great need for parking in

the area. Option exists to submit proposal to the city attorney for further examination of options.

2. Personnel policy committee report – C.Earle, S.Lisica, S.Steffey
Written report presented to full board for review. Many additional points were addressed and clarified by other board members. Changes were made and the report will be modified and reviewed again.
 3. July 4th library hours
July 4th is a Saturday and city is using Friday July 3rd as a paid holiday. On a motion by Weins, 2nd by Earle the library will be open on July 3rd and pay adjustment will be addressed later. Motion approved.
- C. OTHER
- Budget meeting
The director will provide preliminary data on revenue and expenses to Weins. The Budget Committee will meet to examine and finalize the budget for the Board meeting.

VI. ANNOUNCEMENTS, INFORMATION, ETC.

- A. Stats from programs, upcoming events
Art Show dates are April 25th to May 1st
Fund raiser at Stevie B's gave 20% for the library
- B. Friends report - C. Earle
Among the support for the library are –
Donation of \$550 for the reading program
Purchased ipads for children's room
Are setting up a Friends Raffle for a donated quilt
Thomas was assured of parking lot space maintenance for the library.
- C. Discussion with TPG – report from B. Van Petegham
The architect/project manager provided a written itemized budget that would provide for completion of original library remodeling project.
- D. Security cameras
As part of a city wide security plan, the library will have cameras installed.
- E. Donation report
Current total is \$42,386.00
- F. New Marketing plan
Copy of marketing plan that recognizes individuals using the library by posting their in library photograph with comments.
- G. Open sign
Staff has been providing input on installation of an OPEN sign during library hours of service.

VII. ADJOURN
Meeting adjourned @ 9:45 pm

VIII. NEXT MEETING DATE - May 27, 2015@ 7:30 PM