

**LIBRARY BOARD OF TRUSTEES MEETING
October 24, 2012**

MINUTES

- I. CALL TO ORDER
Meeting called to order at 7:30pm by Earle.
Members present: Earle, Weins, Lisica, Parus, Weins
Excused: Powers
Library staff present: Director: Thomas
- PUBLIC DISCUSSION
No public discussion
- II. APPROVAL OF MINUTES
Motion made by Weins, 2nd Parus to approve September 26, 2012 minutes. Motion approved.
- III. FINANCIAL REPORTS
A. Monthly expenses and revenues
Motion made by Weins, 2nd Earle to approve as presented. Motion approved.
B. Monthly Fund Report – City Printout –
Presented as of 09/30/2012
C. City Treasurer report –
Not available
- IV. BUSINESS
A. OLD
1. Approve Circulation Policy
After presentation and discussion the amended policy was approved on a motion by Parus with 2nd by Lisica.

B. NEW
1. Insulation proposal
On a motion by Weins, 2nd Parus to approve the insulation project in the unfinished office area if bid is under \$1400. Motion approved.

C. OTHER
- V. ANNOUNCEMENTS, INFORMATION, ETC.
A. Stats from September programs, upcoming events
B. Friends report – C. Earle
The Friends supplement the needs of the library in meeting the needs of the community. Among the purchases were a digital camera and a subscription to Book Page Magazine for distribution to library users. Fund raisers include the Christmas bazaar and McDonald night.

- C. 2nd water meter
Question arose over securing a water meter for the landscape but cost has to be considered. Librarian will investigate.
- D. Lions Winterfest tent
Discussion arose over placing a tent in the library parking lot without being aware of its impact. Issue was presented at city council meeting but it did not approve the plan.
- E. Building donations report
Currently stands at \$33,334.27.
- F. Electrical work
Work has been completed.
- G. Unique – referral fee
- H. Donation sheet
New form is being set up for tracking
- I. Other

VI. ADJOURN
Meeting adjourned @ 8:30 pm

VII. NEXT MEETING DATE - November 28, 2012 @ 7:30 PM