

**LIBRARY BOARD OF TRUSTEES MEETING
September 25, 2013**

MINUTES

- I. CALL TO ORDER
Meeting called to order at 7:30pm by Powers.
Members present: Lisica, Parus, Weins, Earle
Library staff present: Director: Thomas, Ass't. Director: Goike
- PUBLIC DISCUSSION
No public discussion
- II. APPROVAL OF AGENDA
Motion made by Lisica to approve agenda as presented, 2nd by Earle.
Motion approved.
- III. APPROVE OF MINUTES
Motion made by Weins, to approve minutes as presented, 2nd Earle.
Motion approved.
- IV. FINANCIAL REPORTS
- A. Monthly expenses and revenues – Sandi's report
Motion made by Weins, 2nd Parus to accept August report as presented.
Motion approved.
 - B. Monthly Fund Report – City Printout –
Report not received.
 - C. City Treasurer report –
Report received for August and September.
- V. BUSINESS
- A. OLD
 - 1. Salary increases – information from City Clerk
Board discussed the salary adjustments made at the city and its impact on library staff based on past practice. Item was tabled until January 1, 2014.
 - B. NEW
 - 1. Director evaluation
The director was evaluated under a new Performance Evaluation form that was approved earlier this year. Staff was also asked to provide an individual evaluation (in writing and anonymously) of the library and its services. An annual self evaluation by the director was provided and she was excused from the meeting. The board president went through the documents to form a consensus on the director's performance Board president will meet with director with final tabulation of the evaluation.
 - C. OTHER

- VI. ANNOUNCEMENTS, INFORMATION, ETC.
- A. Stats from programs, upcoming events
Activities document for October was provided
 - B. Strategic plan
Weins will be the facilitator for this mission and will arrange meetings representing various demographic members of the community.
 - C. Donation Report
Current total is \$ 37,259.92.
 - D. Other
 - Donation in memory of Mary Hortos was used to purchase nursing related materials.
 - Friends of the Library will hold their Bazaar November 30th along with a used book sale.
- VII. ADJOURN
- Meeting adjourned @ 8:30 pm
- E. NEXT MEETING DATE - October 23, 2013 @ 7:30 PM