

**Library Board of Trustees**

**June 15, 2016**

**Library Conference Room**

**Present** – Daufeldt, Dew, Gordon, Gradert, Johnson, Moravec, Olson, Regennitter

**Absent** – None

**Staff** – Anderson-Peck, Benefiel, Collins, Fiedler

**Friends Rep** – None

**Call to Order** – President Daufeldt called the meeting to order at 4:30 p.m.

**Approve Agenda** – Olson moved to approve the agenda as presented. Second by Dew. All ayes. Motion carried.

**Approve Minutes** – Gradert moved to approve the Minutes from May 18, 2016 as written. Second by Gordon. All ayes. Motion carried.

**Ratify Bills for Payment** – Regennitter moved to ratify the following bills for payment. Second by Gradert. All ayes. Motion carried.

6-3-16            \$5,654.77

6-17-16        \$24,042.27

**Citizens Speak** – None

**Staff Liaison** – Benefiel reported that so far we have over 800 kids and 90 adults signed up for Summer Reading. He distributed a chart showing stats for Fine Free Week. This year was our best year ever for fines waived, long overdue items returned, and new cards issued or replaced.

**Friends Report** – None

**Director's Report** – Collins did not have a written report this month. She gave an overview of some of our newer and more popular databases, including Newspaper Archive, New York Times, Sanborn Maps, Value Line and Novelist.

Summer Reading is going very well with the new variety of programs. Age groups are birth to 5 years, grade school ages, and teens. Afternoon sessions for grade school age

kids are at 1:30 and 3:30 Monday through Thursday. Some kids stay for both sessions, and the free healthy snack served each day at 3:00 has been very popular.

Collins showed the TV commercial “Brush Book Bed”, sponsored by Dr. Jarod Johnson, which promotes teeth brushing and book reading at bedtime. The book reading part of the video features Musser’s children’s librarian Betty Collins reminding parents that reading to your child is a very important thing to do.

Collins would like to monetarily compensate Assistant Director Bobby Fiedler for all the time and work he has spent, and continues to spend, filling in for Collins while she is recovering. Collins is currently working 20 – 25 hours per week from her temporary home at Bickford and comes into the library a couple days a week for several hours. Regennitter moved that the Board will support a bonus in the range of \$6,000 to \$8,000 for Bobby Fiedler to compensate his additional work and responsibilities during Pam Collins’ recovery. Second by Olson. All ayes. Motion carried.

### **Old Business**

**LENA** – Initial contacts for potential funding will take place soon.

**HNI Building** – Collins met with Gary Carlson last week. Things are moving quickly, but nothing is official yet. HNI will leave a majority of the furnishings when they vacate the building. This will help reduce what we will need to purchase. There is not much refreshing that needs to be done to the building’s interior and that will save us some money also.

**Library Building Consultant** - Collins stated that we are in a very unusual situation and need someone with the expertise to help us plan a successful move into a building that was not originally designed to be a library. She would like to hire George Lawson, who is the only person in this area with the expertise and experience that we need to help us make practical decisions. Collins distributed a written proposal from George Lawson outlining scope of service, schedule and fee. Moravec moved to accept the consulting services proposal from George Lawson. Second by Gradert. All ayes. Motion carried.

### **New Business**

**New Web Page** – Collins expressed that moving to a new building would be a good time to unveil a new website. She has talked to Ethan Anderson from Big Imprint Websites & Marketing out of West Liberty IA. She handed out a packet containing a branding and website proposal from Big Imprint with several options to choose from. They would be able to take our content from the current webpage and move it to a new

one. We would get a new logo and visual identity. Olson moved to purchase Option 1 and the website design. Second by Johnson. All ayes. Motion carried.

The meeting was adjourned at 6:05 p.m. The next meeting of the Library Board of Trustees will be Wednesday July 20, 2016 at 4:30 p.m.

Respectfully submitted,

Peggy Gordon, Secretary

/ta