

Musser Public Library Board of Trustees

Musser Public Library, 408 East 2nd St

June 19th, 2019, 4:30 pm

Attendance:

1. **Present:** Jane Daufeldt; Nancy Dew (by phone); Diana Gradert; Peggy Gordon; Jarod Johnson; Jon Moravec; Bret Olson; John Wojtecki; Pam Collins; Mallory Moffitt (secretary)
2. **Staff:** Greg Benefiel; Robert Fiedler

Call to Order: Meeting was called to order at 4:28pm by John W.

Approval of Agenda: Agenda was amended to move Sister City display to old business and add study room usage to new business. Diana moved to accept amended agenda; Jane seconded; motion passed.

Approval of Minutes: Jane moved to approve the minutes from April 17th (May meeting cancelled); Bret seconded; motion passed.

Ratify Bills for Payment: Bret moved to accept bills from May 2nd, May 17th, and June 6th as presented; Diana seconded; motion passed.

Receive Communications: None

Citizens Speak: None

Staff Liaison: Greg - Summer reading kicked off at the beginning of the month. Fine free week went well, \$1727 was waived with 63 long overdue items valued at \$1258 returned for a total of \$2,985.

Friend's Report: None

Director's Report: Working on senior program with Joni and Megan to be held the first Tuesday of every month. First program will be July 2nd, Troy from Davenport will be coming to sing patriotic songs. Arts council has been urging library to get piano, will look for piano from the old building or a refurbished piano. Tom Hammann will do electric work outside to be able to use that space. Arts councils asked to use stage and parking lot for Second Sunday concerts. Will look into a generator for any electrical problems for outside stage use. The Symphony may play in library parking lot July 4th depending on clean-up of riverfront. There has been a lot of interest in adult summer reading, 65 people are signed up for one program. If the children's summer reading goal is met Betty and Julie will dress up as astronauts and go around the city. LENA ends next Tuesday, 14 families have attended. There will be a break until early fall and pick up again including a Spanish session. LENA changed program from 13 to 10 meetings.

Old Business

1. Outdoor signage is up and lit, receiving nice feedback from patrons/community. Wires from signs are

not finished inside the building, wiring still needs to be covered. Working with Nesper who will add metal housing over the wires with doors for electrical access.

2. Pam spoke with Sister City again about displays, they are still very interested. Their display would be in the light well on the second floor and possibly consist of a plaque with information, no artwork or gifts. Discussed options with the board: Library would have the right to approve/reject displays. Displays would be on a quarterly basis and open for renewal as long as no other groups have expressed interest. Pam will develop a policy to present to the board.

New Business

1. Election of Officers: Diana Gradert as President and Jane Daufeldt as Vice President. Bret moved, Nancy seconded, motion passed. New officers will begin next month.
2. Vacancies on the Board due to John Wojtecki and Krista Reginnetter leaving. New Board candidates are Tony Loconsole and Jeannett Martinez. Tony Tone is very active in the community, he and his family attend a lot of library programming. Jeannett owns Coffee Belt and is getting more active in the community, she and her young daughter attend a lot of children's programming. Jon M. moved to present candidates to the mayor for approval; Peggy seconded; motion passed.
3. Gary wants HNI Community Center signage to be displayed on the building along with the new library signs. Two options have been created by Nesper signs to be sent for Gary's approval. Quote for 3 signs with installation between \$6000-7000. Jane moved to submit the HNI signage to Gary for approval; seconded; motion passed.
4. Board approved of the \$5357.31 OCLC bill (*Online Computer Library Center* used for cataloging and interlibrary loans), library usually pays \$9000 but did not have the full service for the entire year. Will continue to pay \$500/year for interlibrary loan service.
5. Per current meeting room policy any for profit individual/group has to pay \$30/hr to use meeting rooms. A tutor for dyslexic students contacted Pam because she was told she would have to pay to use a study room. One of the library's priorities is education. Board suggests a temporary exception to policy for tutoring space available to patrons free of charge with reevaluation at end of summer.
6. Chad Yocom has approached the library to use a study room as an office. He works for the city in housing. Currently using our meeting rooms for his programs for low income housing. Having an office at the library would allow him to meet with his clients outside typical city business hours and help library staff monitor behavior. Bobby suggested a 6 month trial period. Board requested specifics including when and how often he would be using the space before making a motion.
7. Board members are asked to re-familiarize themselves with their expectations/roles and of the Board/Director relationship. The Board presents as one voice to the Director. Board must allow staff/operations to do their job. Board members must initiate communication with any disagreements or concerns following the chain of command: Pam, Bobby, board leadership, etc.

Adjourn: Jane moved to adjourn; John W. seconded; motion passed. Meeting adjourned at 5:35pm.

Next Board meeting July 17th, 2019