

Library Board of Trustees

April 15, 2015

Library Conference Room

Present – Daufeldt, Dew, Gordon, Moravec, Olson, Regennitter, Wojtecki

Absent – Compton, Sheets

Staff – Anderson-Peck, Collins, Fiedler

Friends Rep – Willits

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

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

Approve Minutes – Dew moved to approve the minutes of March 25, 2015 as written. Second by Olson. All ayes. Motion carried.

Ratify Bills for Payment – Gordon moved to ratify the following bills for payment. Second by Daufeldt. All ayes. Motion carried.

4-3-15 \$38,538.16

4-17-15 \$ 5,905.60

Citizens Speak – None

Staff Liaison – Collins reported on behalf of Benefiel, who is ill. Some changes in job responsibilities are coming for the managers of the Circulation and Reference departments. Benefiel will continue to be in charge of the technical aspects of the Circulation department and his representation of Musser at RiverShare. In addition, he will add the title of Continuous Improvement Manager to his resume. This aspect of his responsibility includes LEAN and Standard Work. Fiedler will take over staff scheduling and staff management of the Circulation department. This change should result in creating a smoother work flow between the Circ and Reference staff at the front desk.

Friends Report – Willits reported that the Friends have approved \$5,000.00 in funding for Summer Reading. A cookbook exchange fundraising event will take place on May 28 in the library meeting room from 5:30 until 7:30 p.m. Friends members will get in

free. A \$10 donation will be asked of non-members. A book sale will be held later in the year, the date not yet determined.

Director's Report – Collins turned in her written report. In addition, she reported that Summer Reading will run 2 weeks longer this year, starting on June 2 and ending on August 4. It is hoped that a longer SRP will help kids keep their reading skills up during the long summer months. The first 8 weeks will be the same as in past years, while the final 2 weeks will be called The Bonus Round and will be patterned on a game show. Also, during June and July a third event will be added to the Tuesday SRP schedule in the evenings. The evening events will be out on location at Kent Stein Park during June and at the Aquatic Center in Weed Park during July.

Old Business

Steering Committee Meeting Update – Collins reported that they had a very good turnout for the first meeting of the Steering Committee. George Lawson presented his space needs study and his views on what could be considered a model or ideal library building. People seemed receptive and asked good questions. Plans will be made to tour two newer libraries in the area, Moline and Cedar Rapids, on May 8.

New Business

Proposed Security Camera Policy – Three security cameras have been purchased. There has been a recent rash of thefts of dvds and video games and it is hoped that the cameras will help deter and/or identify people responsible. The cameras are on a secure network and will have a 7 day backup recording. Signage will be posted. More cameras can be easily added, both inside and outside, if necessary. Regennitter moved to approve the proposed Security Camera Policy as presented. Second by Daufeldt. All ayes. Motion carried.

President Wojtecki announced to the Board that he will resign when his term is up at the end of June. Members should start thinking of possible replacements.

The meeting was adjourned at 5:35 p.m. The next meeting of the Library Board of Trustees will be May 20, 2015 at 4:30 p.m.

Respectfully submitted,

Peggy Gordon, Secretary

/ta