

**Musser Public Library
Board of Trustees Meeting
Wednesday, February 16, 2011
Library Conference Room**

Present – Knoernschild, Koehrsen, Olson, Rodriguez, Stelzner, Wojtecki

Absent – Durham, Lande, Nus

Staff – Anderson, Benefiel, Collins, Fiedler

Friends Rep – Gabbard

Call to Order – President Stelzner called the meeting to order at 4:32 p.m.

Approve Agenda – Olson moved to approve the agenda as amended to move the eBook demonstration to the beginning of the meeting. Second by Rodriguez. All ayes. Motion carried.

Approve Minutes – Olson moved to approve the minutes of December 15, 2010 as written. Second by Knoernschild. All ayes. Motion carried. Wojtecki moved to approve the minutes of January 19, 2011 as written. Second by Olson. All ayes. Motion carried.

Bills for Payment – Knoernschild moved to ratify payment of the bills listed below. Second by Koehrsen. All ayes. Motion carried.

1-7-11.....	\$12,280.94
1-21-11.....	3,445.41
2-4-11.....	15,933.63
2-18-11.....	4,183.99

eBooks Demo – Staff member Bobby Fiedler presented information about eBooks and eAudio Books, which are now available for our patrons to download onto their computer or portable device. There is a limit of three items total checked out at a time with a two week check out period. Patrons can be put on a waiting list and will be notified by email when their item is available, with three days time frame to check out the item. There are no overdue fines because the item will disappear at the end of the checkout period.

Staff Liaison – Benefiel reported that staff member Saren Black has resigned effective February 26. Her fulltime position consists of Adult programming, Teen programming, and Reference.

Bobby Fiedler will give instructions to staff members on how eBooks work so that they will feel comfortable answering patrons' questions.

Friends Report – Gabbard reported that the Friends did not meet in January due to the weather and in February due to lack of a quorum. The group is facing a problem of dwindling membership. The Friends have agreed to contribute funds to help pay for the Chocolate Event and the early literacy computers for the Sunset Park Learning Center.

Director's Report – Collins turned in her written report and added the following:

Dan Ramsey of MCSA has approached the Library with a plan to have their residents clean the library. We currently have a contract with Service Master. The Buildings and

Grounds Dept. of the City is in charge of cleaning and maintenance of the Library, so they would be the ones to consider any changes.

Meetings with the former Quad Link group of Quad City area libraries continue. The decision regarding breaking away from PALS is still up in the air.

Review Budget Status - Our budget has been cut by \$10,000. The City Council feels they can cut us because of the Trust fund. City Administrator Gregg Mandsager would like to address the Board regarding the feasibility of holding a Library Levy in November.

Partnership with River's Edge Gallery - Collins recommended that the Library transfer the printing of the Grossheim photos to River's Edge. Sheila Chaudoin would still take orders and do the necessary research, while River's Edge would print, mail, and take in the payments. The Library would receive a flat rate per photo sold.

River's Edge will also create a Grossheim Gallery on the second floor of their building. They will hold an opening four times a year, changing the images each time. Bobby Fiedler will choose the photos to be used. River's Edge will print, frame and hang the images. The Library will handle the publicity. The prints will be auctioned off at the end of their display period.

It was moved by Wojtecki to allow Collins to move forward with partnership talks with River's Edge Gallery. Second by Olson. All ayes. Motion carried.

Board Candidates – Roger Lande's resignation letter has been received. Olson made a motion to accept Lande's resignation. Second by Koehrsen. All ayes. Motion carried.

Jim Compton's name will be submitted to the Mayor for appointment to finish Lande's term, which expires on June 30, 2013.

New Behavior Policy – Collins distributed the proposed Library Behavior Policy. One warning will be given for bad behavior. After that, consequences will include being banned from the building for (first offense) one day, (second offense) one month, and then (third offense) one year. Letters will be sent to parents concerning their child's behavior and the penalty involved. The key will be consistency on the part of staff in dealing with inappropriate behavior.

Koehrsen moved to approve the Library Behavior Policy with the expectation that an appeal process will be added. Second by Wojtecki. All ayes. Motion carried.

The meeting adjourned at 5:55 p.m. The next Library Board of Trustees meeting will be Wednesday, March 16, 2011 at 4:30 p.m.

Respectfully submitted,
Bev Knoernschild, Secretary
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