

**Library Board of Trustees**

**May 16, 2012**

**Library Conference Room**

**Present** - Dew, Gordon, Knoernschild, Moravec, Olson, Regennitter

**Absent** - Compton, Stelzner, Wojtecki

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

**Friends Rep** - Gabbard

**Call to Order** - Vice President Olson called the meeting to order at 4:35 p.m.

**Approve Agenda** - Knoernschild moved to approve the agenda as presented. Second by Regennitter. All ayes. Motion carried.

**Approve Minutes** - Regennitter moved to approve the minutes of April 18, 2012 as written. Second by Gordon. All ayes. Motion carried.

**Ratify Bills for Payment** - Regennitter moved to approve the following bills for payment. Second by Dew. All ayes. Motion carried.

5-4-12            \$12,845.05

5-18-12           4,288.43

**Citizens speak** - Nothing to report.

**Staff Liaison** - Benefiel reported that Fine Free Week starts on Saturday May 19 with fines waived on returned items, cards replaced for free, and The Wild Thing in attendance. Extra staff will be on hand in anticipation of a busy day at the Circ desk. The Friends will have a table for memberships. Fine Free Week ends on Friday May 25.

We have hired a new adult shelver, Jessica Hubbard, who will start May 21.

**Friends Report** - The new President and Treasurer met with Terri to discuss bill paying and to become familiar with the Friends records which are kept in the library office. Goals for the group include a membership drive, newsletter, brochures sent to members, and email reminders for membership renewal. New members will receive a Grossheim print. It was decided that the membership year would run from January through December.

Director's Report - Collins turned in her written report and added the good news that we have received a grant of \$1,000.00 from the Community Foundation of Greater Muscatine to create book backpacks for Lapsit participants.

### **New Business**

**No Smoking Policy** - The policy was reviewed and discussed. Regennitter moved to amend the policy to read "Smoking and the use of tobacco products is prohibited in the Library facility and on the grounds." Second by Gordon. All ayes. Motion carried.

**Refurbishing of Technical Services Area** - The Board toured the area and discussed various possibilities for rearranging the area and purchasing new furnishings. The decision to move forward was tabled until next month.

**Outdoor Plantings** - Collins explained the problem of people congregating in front of the Library on the cement blocks, on the ledge near the door and toward the corner, and near the bookdrop. A possible remedy for this problem with the ledge is to plant low, spreading juniper that would grow to drape over the ledge and discourage people from sitting there. After discussion, Regennitter moved to have Collins form a plan and get cost estimates and then move forward with planting juniper on the ledge and near the bookdrop. Second by Moravec. All ayes. Motion carried.

The meeting was adjourned at 5:40 p.m. The next Board of Trustees meeting will be Wednesday June 20, 2012 at 4:30 p.m.

Respectfully submitted,

Peggy Gordon, Secretary

/ta