

Library Board of Trustees

October 16, 2013

Library Conference Room

Present – Compton, Dew, Moravec, Olson, Regennitter, Sheets, Wojtecki

Absent – Gordon

Staff – Anderson-Peck, Benefiel, Collins

Friends Rep – Gabbard

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

Approve Agenda – Olson moved to approve the agenda as amended to add 2 items, Durant and Collins' Performance Review, to New Business and to table the Old Business item Registration Policy. Second by Regennitter. All ayes. Motion carried.

Approve Minutes – Olson moved to approve the minutes of September 18 as written. Second by Sheets. All ayes. Motion carried.

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

10-4-13 \$16,215.45

10-17-13 \$11,915.13

Citizens Speak – Speaking as patrons, Gabbard and Compton enjoyed the October 4 kickoff of the new Friday evening hours with the entertainment from the Creepin' Charlies band. Regennitter expressed appreciation for the October 11 Friday evening pottery painting family activity.

Staff Liaison – Benefiel reported that so far the Friday evenings are going well, with good attendance at the activities.

Friends Report – Possible future fundraising events were discussed at the last meeting.

Director's Report – Collins turned in her written report. In addition, she reported that the library has received a \$4,000 grant from the Community Health Foundation which will be used to purchase items, both hard copy and digital, relating to health issues. Collins also gave each Board member a copy of a Strategic Planning Proposal, asking

that they look it over before the November meeting when it will be an agenda item for discussion.

Budget Committee – The Board agreed that there is no need for the committee at this time.

Old Business

Registration Policy – Tabled until the November meeting.

Food and Drink Policy – Sheets moved to adopt the Food and Drink Policy as presented. Second by Regennitter. All ayes. Motion carried.

LEAN Presentation to City Council – Collins, with assistance from Benefiel and Gordon, led a power point presentation highlighting the library's LEAN experiences for the City Council at their in-depth meeting on October 10. The Library is one of only two departments within the City to have held LEAN events.

Friday Evening Hours - Collins reported that the first Friday night event with the Creepin' Charlies band and the caricature artist was heavily publicized and drew in 220 people. The second Friday night event, pottery painting, brought in 148 people. Staff has been discussing implementing a Frequent Fridays punch card which would be good for the waiving of fines after a certain number of punches.

Stockton – Based on what we charge Fruitland for library service (\$2.78 per person), Stockton would pay \$547.66 per year to contract with Musser.

New Board Member – Collins will speak to the proposed candidate before the November Board meeting.

New Business

Financials – The year-to-date financial print-offs will be given to the Board as they become available from the City Finance department.

Proposed Holidays/Closed Dates – Olson moved to approve as presented the proposed holidays and closed dates, including two staff in-service dates to be determined, for calendar year 2014. Second by Compton. All ayes. Motion carried.

Durant – This small town currently is part of the Scott County Library System. They want to leave Scott County and become a branch of Musser. Discussion was held regarding the pros and cons of the situation. Regennitter moved to seek a proposal from Durant outlining the costs involved in Musser taking them over as a branch library. Second by Dew. All ayes. Motion carried.

Collins' Performance Review – Wojtecki and Olson reported that they gave Collins a glowing review, noting that they are pleased with her favorable image in the community. Sheets moved that the Library Board of Trustees President and Vice President will prepare the annual performance review of the Library Director and present it to the Director on behalf of the Board. Second by Regennitter. All ayes. Motion carried.

The meeting was adjourned at 5:55 p.m. The next meeting of the Library Board of Trustees will be Wednesday November 20, 2013 at 4:30 p.m.

Respectfully submitted,

Peggy Gordon, Secretary

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