

Library Board Meeting
Brooks-Fennell Multi-Purpose Room
February 26, 2018 6:00 p.m.

Attendees: Bonnie Freeman, Patti Midkiff, Delbert Settles Victor Skinner, Jo Chullino and Library Director, Theresa Hawkins. Absent: Viki Hawkins and Tyke Darveaux

Bonnie called the meeting to order.

Minutes: Patti made the motion to accept the minutes. Victor seconded. Motion passed.

Financial Report: January 2018 monthly budget report from the City. Corrections made to the January report from November and December reports. Victor made the motion to approve the January 2018 financial report. Patty seconded. Motion passed.

Action on Bills: Delbert made the motion to approve the bills. Bonnie seconded. Motion passed.

Librarian' Report: Jo made the motion to accept the report. Delbert seconded. Motion passed.

	January Statistics
Door Count	967
Circulation	1046
Patron Computer Usage	165
WIFI Usage (Patron Devices)	105
New Patrons – Adult	5
New patrons – Juvenile	1
Patron Photocopies	\$ 11.70 (117copies)
Patron Printouts	\$ 52.20 (522 printouts)
Patron FAX	\$ 12.50 (50 pages faxed)

The Senior Center and Parks Departments are using the Brooks-Fennell multi-purpose room for programs. Tuesday from 10:00 to 11:15a.m. The seniors will be using the room for horseracing and wheel of fortune. The Library will continue to collaborate with the Feel Good Factory and other vendors to offer “Carter Lake Cares” programs. Attached is the Library Dates for the Month of March. Not listed is the March 2, class visit from the Carter Lake Elementary School at 10:30 a.m. for Dr. Seuss Birthday and the Pre-school Story Time at 11:00 every Wednesday. The BRIDGES letter of agreement is due March 31, 2018 and will be \$792.05. Will amend that budget amount when we get the FY 18/19 budget. The cost increase covers downloading video. Currently our numbers are between 450 and 500 checkouts per year on BRIDGES. The Pott. Co. allocation based on our rural loans will be \$2,012.00 for FY 18/19. Will amend that budget amount when we get the FY 18/19 budget.

Old Business: Budget FY 18/19 – Bonnie made the motion to approve the FY18/19 Library Budget and review it for amendments July 1, 2018. Victor seconded. Motion passed.

New Business: Personnel Policy – Patty made the motion to change Maternity Leave to Parental Leave and add the City Drug and Alcohol Policy to the Library Personnel Policy. Victor seconded. Motion passed.

Patti made the motion to adjourn. Victor seconded. Meeting adjourned 7:00 p.m.

Submitted
Tuesday, February 27, 2018