

Library Board Meeting
Brooks-Fennell Multi-Purpose Room
June 25, 2018 6:00 p.m.

Attendees: Bonnie Freeman, Delbert Settles Viki Hawkins, Victor Skinner, Patty Midkiff and Jo Chullino. Library Director, Theresa Hawkins and Assistant Library Director Genevieve Hawkins. Absent: Tyke Darveaux.
Bonnie called the meeting to order.

Minutes: Delbert made the motion to accept the minutes. Jo seconded. Motion passed.

Financial Report: Bonnie made the motion to accept the May financial report with the line item corrections for Enrich Iowa. Patty seconded. Motion passed.

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

Librarian' Report: Viki made the motion to accept the report. Victor seconded. Motion passed.

	May 2018 Statistics
Door Count	1171
Circulation	927
Patron Computer Usage	218
WIFI Usage (Patron Devices)	123
Materials added to Collection	57
Materials deleted from Collection	121

Makerspaces are a hit. Will start keeping statistics on the usage and add those numbers to the monthly reports this fall. Gen has completed Library Management 1 and has received her certificate. She will take Library Management 2 classes in the fall.

Mrs. Craft's pre-school class held their graduation ceremony in the multi-purpose room on Wednesday June 6 at 1:00 p.m. there were 20 children and 77 adults in attendance.

Summer Reading Program has started and has been very busy.

The art project given to the library by the Carter Lake 5th grade class is on display. Displaying it on an easel will allow easy movement around the library.

Theresa walked in the parade with the Senior Center on Saturday, June 9. Handed out flags with the summer movie schedule and a tootsie pop attached. Helped the Senior Center hand out popcorn, candy, frozen flavored ice and brochures. It was a joint effort to promote city departments sharing city resources.

CE Class Wednesday, June 20 (Theresa)

Great Expectations: Performance Evaluations 10:00 – 11:30

State Library is going to post Job Performance Evaluations that are Library specific. Suggest using those when available. Theresa presented information on the health benefits of gardening and possibly starting a Carter Lake Cares Garden Club at the Health Fair sponsored by the Senior Center and the Feel Good Factory at City Hall on Saturday, June 23 from 10:00 – 2:00. Hours at the Health Fair were on her own time and not library.

Old Business:

Update on Bathrooms/Replace Windows (CIP) – Theresa will contact both contractors again for estimates/cost of updating bathroom vanities for discussion at the July meeting.

New Business:

Transfer remaining funds in library budget to Library CIP – Viki made the motion to transfer any remaining funds in the Library budget to the Library CIP with the corrections to Enrich Iowa made. Patty seconded. Motion passed.

Next Library Board meeting will be July 23, 2018 at 6:00 p.m. so that there can be a quorum present.

Viki made the motion to adjourn. Patty seconded. Meeting adjourned 6:35 p.m.

Submitted

Viki Hawkins, Secretary
Tuesday, June 26, 2018