

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

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

Bonnie called the meeting to order.

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

Financial Report: No report from the city.

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. Patti seconded. Motion passed.

October 2018 Statistics

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|-----------------------------------|-----------------------|
| Door Count | 1020 |
| Circulation | 1096 |
| Patron Computer Usage | 200 |
| WIFI Usage (Patron Devices) | 138 |
| Materials added to Collection | 68 |
| Materials deleted from Collection | 31 |
| New Adult Cards | 5 |
| New Juvenile Cards | 4 |
| Makerspace Usage | 78 Juvenile |
| Book Club | 15 Adults |
| Preschool Story Time | 23 Adults 37 Juvenile |
| Craft Night | 22 Adults |
| Seniors | 10 Adults |

The library will be receiving a radio from Radio Talking Book this week. Will offer the service in the multi-purpose room Monday, Wednesday and Friday from 10:00 a.m. to noon and will have coffee and hot chocolate available to patrons wishing to participate.

Mittens, hats and scarves are available will supply lasts to anyone who may need them this winter. Bins are located at the circulation desk.

Old Business: None

New Business:

Library Policy – Bonnie made the motion to leave the Borrower Policy as is – under 18 needs a parent/legal guardian (with Iowa DL or photo ID) signature. Tyke seconded. Motion passed.

Budget FY19/20 – Discussed line item amounts and postage increase. Reviewed 2 bids for window replacement – Bonnie made the motion to accept the bid from ODW for \$8,119.26. Will add to the FY 19/20 budget in Building/Grounds and add 20% price increase. Patty seconded. Motion passed.

Online Trustee Class – January workshop – HR: 10 Steps to Successful Hiring
 April workshop – HR: Legal Aspects of Management
 July workshop - HR: Library HR and the Law
 October workshop – The Boardroom – The Planning Standard

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

Submitted

Viki Hawkins, Secretary
November 27, 2018