

Library Board Meeting
Brooks-Fennell Multi-Purpose Room
November 4, 2019
6:00 p.m.

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

Minutes: Patti made the motion to accept the August & September 2019 minutes. Delbert seconded. Motion passed.

Financial Report: Viki make the motion to accept the August & September 2019 report. Tyke seconded. Motion passed.

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

Librarian' Report: Patti made the motion to accept the report. Bonnie seconded. Motion passed.

August 2019 Statistics

Door Count	925
Circulation	859
Patron Computer Usage	213
WIFI Usage (Patron Devices)	173
Makerspace Usage	85 Juvenile
Book Club	11 Adults
Books for Babies	2
Homebound Service	1
Notary	1
Tech Help	13
Lauritzen Garden Pass	1 checkout
Fontenelle Forest	3 checkout
Children's Museum	12

September 2019 Statistics

Door Count	740
Circulation	861
Patron Computer Usage	168
WIFI Usage (Patron Devices)	181
Makerspace Usage	80 Juvenile
Book Club	11 Adults
Homebound Service	2
Notary	3
Proctor	2
Tech Help	15
Lauritzen Garden Pass	1 checkout
Fontenelle Forest	1 checkout
Children's Museum	8

Courier Service for ILL to launch November 14, 2019 (StatCourier)

IA Shares is a new delivery service program of the State Library to provide a method of sending and receiving library materials between public libraries and the State Library at no charge to individual libraries. The service provides one day per week delivery to every public library in Iowa.

Unfinished Business: Trustee CE Certificates – received and signed certificates for Accreditation.

New Business: Annual Survey – Completed and signed by Director and Board President.

Employee Review – Director had 12 patrons review Assistant Director Genevieve Hawkins – Board reviewed and Genevieve signed. Bonnie and Patti will do Theresa and Genevieve yearly review after the meeting adjourns.

Review & Discuss Learning Circuit – removed form agenda

Flooring Bid – Added to agenda – Patti made the motion to accept the bid from Matt Seminara for \$1478.00 to remove carpet in circulation area, and replace with LVP Chiffon Lace Oak and install new transitions. Delbert seconded. Motion passed.

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

Submitted
Viki Hawkins, Secretary
November 5, 2019