Board Meeting September 18, 2014

Board Members Present:  Ackerman, Gessner, Olson, VanDelinder

Staff Present:  Kaup, Jolson

President Susan Gessner called the meeting to order at 4:15 PM.

The agenda was approved with the addition of “Retirement Party for Jerry Kaup”.

Marci Julson proposed Sunday, December 14, 2014 at 2:00 PM for Jerry Kaup’s retirement luncheon at the Grand Hotel and asked that the Library be closed on that date so all staff could attend.  Alan VanDelinder moved and Lisa Olson seconded the motion that the Library be closed on Sunday, December 14, 2014, so that all staff could attend the retirement luncheon buffet for Library Director Jerry Kaup. Motion carried.

Ryan Ackerman moved and Lisa Olson seconded the motion to approve the minutes of the September 3, 2014 meeting. Motion carried.

Ryan Ackerman moved and Lisa Olson seconded the motion to approve the September 2014 budget expenditures of $89,488.61, the September 2014 memorial fund expenditures of $1,219.08 and the financial report. Motion carried.

Director’s Report

1. **Activities/Programs (August):**
   Programs: Story Hours (3), CLC (2), Kindergarten Party (1), Super Duper Reading Fun Day (1), Mad Scientist Luncheon (1), Teen Programs (4)

2. **Financial Report:**
   - Budget Expenditures September 12, 2014 89,488.61
   - Memorial Expenditures September 12, 2014 1,219.08
   - Fund Balance September 12, 2014 513,498.84
   - Memorial Fund Balance September 6, 2014 50,384.30

   Copies of the financial report were provided.

3. **Great Tomato Festival:** The Great Tomato Festival will clear over $47,000. This is $7,000 more than last year. Around 900 individuals attended the Tomato Festival.

4. **Friends Activities:** The Fall Book Sale will be held October 16-18 with the Pre-Sale for Friends members only on October 15 from 5:30 – 8:00 PM. Their annual meeting will be on Friday, November 21 at 12:00 Noon.

5. **2015 Budget:** The 2015 Library Budget was approved by the City Council as submitted. It includes the following enhancements: increased hours (5 hours each) for Teen Librarian & Administrative Support Assistant ($10,653), increased funding for electronic resources ($5,551) and books and materials ($9,714), and added funding for RFID tagging of books and materials ($7,020).
6. **Library Peddler**: The Peddler was provided.

7. **Archaeological Program**: The program on the Mes Aynak archaeological site in Afghanistan presented by Amanda Watts on Saturday, September 13 was attended by 40 individuals. It was an excellent presentation on conducting an archaeological excavation under extreme conditions and with the constant threat of terrorist attack.

8. **Lawn, Irrigation, & Hazardous Mitigation Projects**: The 6th Street Underpass will be opened by October 1. Part of the irrigation system has been replaced and the lawn on the north side and southeast corner of the building have been hydroturfed. Wright Brothers had planned to begin work by the basement door but have not started.

9. **RFID Project**: Mary Wheeler, Technical Services Librarian, reports that the RFID project continues to move forward faster than expected.

**Business**

1. **Advertising for Library Director**: Library Board members reviewed the rough draft copies of the advertising for Library Director. Lisa Olson moved and Ryan Ackerman seconded the motion to approve the advertising for library director with changes. Motion carried.

   The draft job description for library director was reviewed. It was the consensus of the Library Board that Lisa Jundt should be consulted about the wording of “Physical and Mental requirements of the job.” After her input the Library Board should be informed via email of the revised wording for this text so they can respond if they have concerns.

The meeting was adjourned at 5:15 PM.

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Lisa Olson, Secretary