Board Meeting

June 24, 2014

Board Members Present: Gessner, Johnson, Olson

Staff Present: Kaup

President Deborah Johnson called the meeting to order at 4:15 PM.

The agenda was approved as printed.

Lisa Olson moved and Susan Gessner seconded the motion to approve the minutes of the May 15, 2014 meeting. Motion carried.

Susan Gessner moved and Lisa Olson seconded the motion to approve the June 2014 budget expenditures of $169,824.94, the June 2014 memorial fund expenditures of $814.80, and the financial report. Motion carried.

Director’s Report

1. Activities/Programs (May):
   Programs: Story Hours (3), CLC (4), Lego Club (1), Title One Open House (1), Tours (1), Teen Programs (3), Tech Tutor (16)

2. Financial Report:
   Budget Expenditures June 24, 2014 169,824.94
   Memorial Expenditures June 24, 2014 814.80
   Fund Balance June 24, 2014 514,743.51
   Memorial Fund Balance June 24, 2014 52,894.91

3. Summer Reading Program: 893 children have signed up for the summer reading program to date. Over 250 children and adults attended the kickoff event on June 9 at the City Auditorium. Local singer/songwriter Jazmine Wolff and friends performed for the kickoff. Attendance of programs has been excellent. This summer we will provide over 100 programs for children and teens including CLC (Community Learning Center) programs.

4. Friends of the Library: The Friends will be sorting donated books next week to determine if an August one day sale should be held.

5. Lawn, Irrigation, & Hazardous Mitigation Projects: Work will begin next week on the Hazardous Mitigation Project (protecting basement door & generator). By mid July Birdy’s Hydromulching will begin restoring the lawn followed by Huber’s Sprinklers restoring the irrigation system. We anticipate that the lawn and irrigation work will be done by the first week in August.

6. Great Tomato Festival: To date we have contacted 80 potential sponsors with 57 buying a sponsorship already. We have 10 – 12 potential sponsors to contact and then we will be making follow up calls to those we have not heard back from.

7. Board Appointment: Alan Vandelinder has been appointed to the library board by the Mayor. His term begins July 1, 2014.
8. **Geek Your Library**: We began taking photographs for the Geek Your Library posters today at the MSU Nelson Auditorium. As of 1:30 PM over 45 individuals had their photographs taken. We will continue to take photographs at the Library over the next few months. The campaign will be launched on August 23 with a booth at the Downtown Festival on Main.

9. **Books & Materials Budget Comparisons**: Spreadsheet of comparison with other Libraries in the state provided.

**Business**

1. **Salary Survey/2015 Pay Plan**: The Personnel and Policy Committee recommended to the Library Board the 2014 survey results, the proposed 2015 salary ranges, the proposed 2015 merit pay plan and the proposed 2015 salary budget. Susan Gessner moved and Lisa Olson seconded the motion to accept the recommendations of the Personnel and Policy Committee to approve the results of the survey and to approve the 2015 position salary ranges, the merit pay plan and the proposed 2015 salary budget. Motion carried.

2. **Proposed 2015 Budget**: The Budget and Finance Committee recommended to the Library Board the approval of the proposed 2015 Budget with enhancements. Enhancements recommended include salaries for increasing hours worked for 2 positions ($10,653 Including social security) electronic resources ($5,551), and books and materials ($9,714).

   Lisa Olson moved and Susan Gessner seconded the motion to approve the proposed 2015 Budget of $1,428,368 with enhancements and $95,000 for capital improvement projects as recommended by the Budget & Finance Committee. Motion carried.

3. **Computer Bids**: Susan Gessner moved and Lisa Olson seconded the motion to approve the purchase of sixteen (16) computers for $11,808 from CompuTech. Motion Carried.

4. **Safety Policy Revisions**: Lisa Olson moved and Susan Gessner seconded the motion to approve the revised Safety Policy. Motion Carried.

5. **Election of Officers**: Election of officers was tabled until the July 2014 regular meeting.

The meeting was adjourned at 5:20 PM.

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Jerry Kaup, Acting Secretary