

MINUTES
LIBRARY BOARD MEETING

MONDAY
MAY 9, 2011
7:00 PM

1. **Roll Call-** Call to order at 7:05. Dan Funke, Jan McCrary, Michelle Stewart, Tammy Carlyle, Christine Gable, Kendra Mork, and Jo Walters. Denise Omli absent.
2. **Approval of Agenda-** Michelle motions to approval of agenda seconded by Jan. Motioned passed 6/0.
3. **Minutes of Regular Meeting April 11, 2011-** Question on number 5. Addition of Dan, Jan and Christine meeting on March 21 to create a report to present to City Council. Motion by Tammy with corrections above, seconded by Michelle. Motioned passed 6/0.
4. **Correspondence and communications-** None for the Library. Two memos from City Council about the South Entry Sidewalk Improvement and Library improvement updates. They will fix the south entry and have gotten bids on the removal of the drive-thru and re-enforcing the floor in the front of the library not enough to hold stacks, but enough for groups.
5. **Committee Reports-** Committee report from Dan, Christine and Jan over what we talked about. Reports on library usage, number of books for the money, and other data to help the City Council understand what the library has and needs. It is an informational report to let them know where the library is and what it has.
6. **Librarian Reports**
 - a. **Circulation-** Interesting month, getting things ready for Summer Reading, setting up for the book sale, and had a problem with a sewer smell. Shelving issue in the Juvenile, the shelves are not wide enough, so the shelves are being shifted and moved to be able to accommodate. An employee quite due to a financial issue, there is a notice in the newspaper and will take applications through next week.
7. **Financial Report**
 - a. **Approval of April Reports-** Everything is normal for the month. There were not any big expenses and no checks came in. Motion made by Michelle, seconded by Christine. Approved 6/0.
8. **Old Business**
 - a. **New Vacation, Sick leave, and Holiday Pay-** Correction to wordage to state that vacation days and sick leave that are rolled over to the next year must be used within three-hundred and sixty five days (365 days) of the rollover. Tammy

makes a motion to accept the policy with the amended changes. Jan seconds.
Approval 6/0.

- b. Sign-Still awaiting information-** The estimated cost for an electronic sign was 12,000 to \$15,000. The estimated cost for a non-electric sign was \$7,000-\$9,000. Christy makes a motion to table until the library figures out how to fund the sign. Dan seconded. Approval 6/0.
- c. Flyer for Library-** Will have the flyer by next week for approval.

9. New Business

- a. Mill Levy-** Budget discussion started with City. City staying budget neutral this year. It is the recommendation that we try to get a half mill to help with library budget. We have not had an increase in Mill levy since 1988.

10. As May be Presented- Summer promotion of activities going out in the flyer. Summer movies are starting in June on Tuesday afternoon at 2 p.m. Evening movies are not scheduled yet due to commitment issues.

11. Motion to Adjourn by Christy, Michelle seconded. Adjourned at 8:05.