

**LIBRARY BOARD MEETING
MINUTES
MONDAY, MARCH 11, 2013
7:02 PM**

1. **Attendance:** Dan Funke, Denise Omli, Christy Gable, Alexis Vincent, Jan McCrary, Kendra Mork, Jo Walters, and Late: Tammy in at 7:05.
2. **Approval of Agenda:** Jan moves to approve the agenda as presented, seconded by Denise. Approved 6/0.
3. **Minutes of regular Meeting February 11, 2013:** Denise makes a motion to approve the minutes as presented, seconded by Alexis. Approved 6/0.
4. **Correspondence and Communication:** None at this time.
5. **Librarian's Report**
 - a. **Circulation Report:** The library was closed on President's Day, closed early on February 20th for snow, closed on the 21st for snow and out early on the 25th because there were no lights in the back half of the library. There was a leak in the basement that caused two breakers to blow. The leak has been fixed. There was over 300 patrons that came to the library throughout the day on February 25th for three different puppet shows presented during the day.
Sunday Hours: We have been open on Sunday there have been about 128 total patrons utilizing the library on Sundays. They are requesting to continue the Sunday hours, and the hours are going great. For now, we will continue the Sunday hour only during the school months. There are many people coming in after church to get books.
Summer Reading: The brochure was presented for the summer reading mailing. It looked good, but there were a few changes. The final will be presented at the April meeting. They are looking at a four-fold brochure to get all the information on.
6. **Financial Report**
 - a. **Approval of February Reports:** Christy makes a motion to approve the minutes as presented, Alexis seconds. Approval 7/0.
7. **Old Business**
 - a. **Hiring Guidelines Report:** Tabled until April. The committee will be meeting on April 6th, at 9:30 AM.
 - b. **Sign for Library:** An estimate came in from Luminous Neon in Hutchinson. The cost is \$25,000 to put in an LED sign with the current specs that we gave them.
8. **New Business**
 - a. **Inside Book Drop Proposal:** A proposal came in for an in-building drop box for \$893.31. This would install a book drop in the back corner just before the awning starts outside. Christy makes a motion to approve the instillation of the book drop by Construction Inspection Services, LLC not to exceed \$900, seconded by Denise. Approved 7/0.
9. **Executive Session:** Alexis make a motion for executive session to discuss employee related information for 20 minutes, seconded by Tammy. In at 7:47, out at 8:07. There was no binding action taken during executive session. After the Board is out of executive session, Tammy makes a motion to allow Kendra to pay the bills that will take care of the snow related issue, seconded by Alexis. Approved 7/0.
10. **As May Be Presented:** We will be closed on Easter Sunday. **Liability for the Board:** The Board is looking at linebacker insurance. We can umbrella under the city's policy for \$500 a year. Christy motions to accept the city's policy for one year, seconded by Alexis. Approved 7/0. In the year, we will be inquiring into our own coverage for liability.
 - a. **Nomination Committee:** The recommendation from the committee are as follows: Alexis for secretary/treasurer, Denise for vice president, and Dan for president.
 - b. **New Board Members:** There has been a sign posted on the circulation desk, post office, city channel, city website, city Facebook page, and library website. The nominations need to be turned in by April 3rd. Jo's last meeting will be April 8th. Every will bring something to celebrate Jo's retirement. Tammy also announced her resignation from the board.
11. **Adjournment:** 8:23 PM