

**Library Board Meeting**  
**Minutes**  
**Monday, November 9, 2015**  
**7:05 P.M.**

**1. Attendance:** Dan Funke, Christy Gable, Vickie Luthi, Jan McCrary, Kendra Mork, Becky Phillips, Sandy Schindler and Alexis Vincent.

**2. Approval of the Agenda:** Sandy makes a motion to approve the agenda, seconded by Becky.  
Approved 7/0

**3. Minutes of the October 12, 2015 Meeting:** Christy makes a motion to approve the minutes from the meeting. Sandy seconds. Approved 7/0

**4. Correspondence and Communication:** Dan is trying to get a Santa and sleigh decoration for the roof.

**5. Librarian's Report:**

**a. Circulation report:** Had a good month. There were about 110 patrons during the days off of school. The children had fun with the Halloween activities.

**6. Financial Report:**

**a.** Dan brought it to the Board's attention that payroll will go over budget for the year. Alexis made a motion to approve financial report, Dan seconds. Approved 7/0.

**7. Old Business:**

**a. Credit Card:** Will be up tomorrow.

**b. New Firewall/Router Hardware:** Both companies shut down bit torrent and file sharing (which happened again). Dan moves to accept the bid from Twotrees Technology for \$2037 and monthly service fee of \$100/month for 36 month agreement, Christy seconds. Approved 7/0

**8. New Business:**

**a. Review of CIPA and Internet Policies:** The Board will look over and vote next month.

**b. Budget Review and Vote and Capital Improvement Transfer:** Board discussed budget and capital transfer. Kendra will write up final budget and transfer and Board will vote next month.

**9. As may be presented:** The Library will make a contract with the City concerning specific maintenance/custodial responsibilities. Board wants to improve digital advertising and have a plan. Kendra will bring to the next meeting.

**10. Adjournment:** Christy made a motion to adjourn, seconded by Vicki. Approved 7/0 Adjourned 8:40pm.