

PELLA PUBLIC LIBRARY
Board of Trustees Meeting
Nov 11, 2014

I. Call To Order: President Mary Barnes called the meeting to order at 4:06 P.M. Board members present were Jane Koogler, Rebecca Manifold and Praveen Mohan. Library Director Wendy Street and library staff Nancy Moreland were also present. Alli Bogaard and John Evenhouse were excused absences. Sarah Cottington joined the meeting at 4:40 PM.

II. Recognition of Visitors and Visitor Comments: Library staff member Nancy Moreland was introduced. She told the Board what she does at the library and answered several questions about her job.

III. Approval of Agenda: There were no changes to the agenda. The agenda stood as approved.

IV. Disposition of Minutes: All Board members received the October minutes prior to the meeting. Praveen moved to approve the minutes as presented and Jane seconded the motion. The minutes were unanimously approved.

V. Approval of Bills: All Board members received the October list of bills prior to the meeting. Wendy also gave updated bills at the meeting which included EBSCO expenses, which are annual subscription for a subset of newspapers and magazines for \$6417.24. After some discussion and questions regarding the monthly bills, Rebecca moved to approve the October bills and Jane seconded the motion. The bills were unanimously approved.

VI. Unfinished Business: There was no unfinished business.

VII. New Business: Budget priorities for 2015 were discussed. Wendy reported that although the budget target number has not been received yet, she expects a tight budget year. Since we know some expenses will increase, we need to consider either an increase in spending from the gift trust fund or submitting a supplemental request. Otherwise, we will need to reduce the expenses on materials. It was decided to try supplemental request with the city rather than increasing spending from the Gift trust fund. The Board does not want to reduce the amount spent on new library materials.

VIII. President's Report and Announcements: The president did not have a report.

IX. Director's Report:

A. Internet service

Mediacom has visited our library to determine the best route to bring internet and cable into our building, but nothing has been installed yet. Wendy will keep us updated as she learns more.

B. Copier

The new copier has been ordered but has not arrived.

C. Building & Grounds

- The tree carving will happen as soon as the carver is available. He may have to alter the design if he finds that the trunk is in worse shape than originally thought. Looks like the trunk isn't at the best shape to do the work
- Parks staff members have been adding lots of plants to the library landscaping and have planted a tree on the south end of the library property.
- The new carpet will be installed beginning Nov. 13. Library staff have been emptying shelves and files in preparation.

D. Staff activities

Youth Services: LEGO Clubs have started and the kids are excited with all the new pieces. Fall Story Time Session will end the week of Thanksgiving.

Assistant Director: This month, Chris attended the Iowa Library Association conference. He continued to prepare for the photocopier upgrade and the integration of the public Print Release Station, and also digitized several library documents using the new book scanner.

Director: Wendy attended the Iowa Library Association conference and presented at a session, did an interview with Dr. Bob Leonard for KNIA/KRLS, and spoke to a local organization about genealogy research and the Pella Genealogy Club. Wendy had to stop weeding as the person who does the withdrawals has been unable to keep up.

E. Friends of the Library

Proceeds from the October book sale totaled \$1,201.55. The Friends of the Library pay for a number of ongoing services, such as our movie license and Summer Reading Program prizes, as well as purchasing materials and furniture for the library each year. Their funding comes from book sales, the Book Nook and memberships. The Friends are currently conducting their membership drive for 2015, so please consider membership. They will also be searching for board members in the spring, so suggestions are appreciated.

F. Upcoming events

- November 10 at 7:00 p.m.: Theodore Roosevelt: Rough Rider President. Historical re-enactor Darrel Draper will portray our 26th President in a spirited, costumed presentation.
- November 20 at 10:15 a.m.: Genealogy Club will meet in the Heritage Room.
- November 20 at 12:00 noon: Brown Bag Book Club will discuss *Blessings* by Anna Quindlen.
- Holiday hours: The library will close at 5:00 p.m. on Wednesday, Nov. 26 and be closed all day on Thursday, Nov. 27 and Friday, Nov. 28. The library will be open regular hours (10:00 a.m. to 5:00 p.m.) on Saturday, Nov. 29.

X. Committee reports: There were no committee reports.

XI. Adjournment: President Mary Barnes adjourned the meeting at 5:04 p.m. The next regularly scheduled Board Meeting is scheduled for Dec 9, 2014.