

PELLA PUBLIC LIBRARY
Board of Trustees Meeting
Jan 13, 2015

I. Call To Order: President Mary Barnes called the meeting to order at 4:04 p.m. Board members present were Alli Bogaard, John Evenhouse, Jane Koogler, Rebecca Manifold and Praveen Mohan. Library Director Wendy Street and Vivian Koolstra were present. Sarah Cottington was an excused absence.

II. Recognition of Visitors and Visitor Comments: Library staff member Vivian Koolstra 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 December minutes prior to the meeting. Rebecca moved to approve the minutes as presented and Praveen seconded the motion. The minutes were unanimously approved.

V. Approval of Bills: All Board members received the December list of bills prior to the meeting. After some general discussion and questions regarding the monthly bills, Alli moved to approve the December bills. John seconded the motion. The bills were unanimously approved.

VI. Unfinished Business: Trustee training was discussed and it was unanimously decided to have Maryann Mori from the Central Service district do the training on Internet Content Filtering in March or April during the regular board meeting.

VII. New Business: The price for banner printing was discussed and the board voted to set the price at \$5.00 per banner.

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

IX. Director's Report:

A. Mediacom Internet service

The library director has not heard any more from Mediacom after they were authorized to install the cable, but someone has marked and staked where the cable is going to run next to the mechanical courtyard.

B. Trustee training options

1. The Innovative Libraries Online Conference (ILOC) will be on April 1, 2015. They normally plan an evening session for trustees. More details will be available at a later date. This is the online meeting that we "attended" last year.
2. The State Library is offering a series of webinars in February titled "Jumpstart Your Trusteeship." This 3-part series happens on Thursday evenings and begins on Feb 12 with "Part 1: Looking at the Revised Iowa Library Trustee Handbook." That's followed on Feb 19 with "Part 2: Recruiting New Board Members." The series concludes on Feb 26 with "Part 3: Toward Better Board Meetings." You must register for these sessions through Iowa Library Services' CE catalog.
3. Maryann Mori from the Central Service district is willing to attend one (or more) of our regularly scheduled meetings to discuss Internet Content Filtering, Advocacy, or another topic of your choice.

C. Building & Grounds

The Library had to have a service call from Halvorson Trane in December. Chris inadvertently assigned the IP address used by the Tracer system to another piece of equipment, causing a conflict. Trane assigned a new IP address to the Tracer system and it is now working properly. The bill (\$380) is included in the list of bills.

D. Staff activities

Youth Services: Holiday Story Times were offered in December and were well received. The Winter/Spring session of story, tot and lap sit times will start on Jan. 12.

Assistant Director: This month, Chris created and installed a tax forms kiosk to assist patrons with finding and printing the correct tax forms. He added two multi-volume sets to the Dutch Language Collection. He also enhanced the cake pan catalog records by adding pictures of the cake pans to them.

Director: Wendy worked primarily on budgets this month—both the City budget and the Friends budget--gathering quotes and discussing options. She also did a Laughter Club and planned several adult programs.

E. Upcoming events

- Beginning Genealogy classes will be held on Thursday evenings in January at 7:00 p.m. in the meeting room.
- Weekly Story Time and Tot Times will start the week of January 12. Story time is offered every Saturday at 10:30 a.m. No Spanish Story Time will be held in January.
- January 13 at 7 p.m.: L.E.M.M.I.N.G.S. Teen Group.
- January 15 at 10:15 a.m.: Genealogy club in the Library Meeting Room.
- January 17 at 10:00-11:30 a.m.: Book Bash! There will be activities based on the children's book *Clifford's Birthday Party* by Norman Bridwell. The first 100 families with children ages 0-5 will receive a copy of the book. The Book Bash is sponsored by Families First and the Pella Public Library.
- January 29 at 12:00 noon: Brown Bag Book Club will discuss *The All-Girl Filling Station's Last Reunion* by Fannie Flagg.

X. Committee reports: Governance and Policy committee reviewed the personal appearance policy and no changes were recommended.

XI. Adjournment: President Mary Barnes adjourned the meeting at 5:23 p.m. The next regularly scheduled Board Meeting is scheduled for Feb 10, 2015.