

**Pella Public Library**  
Board of Trustees Meeting  
February 10, 2015

- I. Call to Order:** Board President, Mary Barnes, called the Pella Library Board of Trustees Meeting to order at 4:03 P. M. February 10, 2015. Board members present were John Evenhouse, Rebecca Manifold, Alli Bogaard, and Jane Koogler. Library Director, Wendy Street and Library staff member Carol Weihe, also attended the meeting. Sarah Cottington arrived as the meeting was in progress. Praveen Mohan was excused from attending.
- II. Visitors:** Staff member Carol Weihe was introduced to the Board. Carol shared information about herself and explained to the Board her Library responsibilities.
- III. Agenda:** There were no additions or changes to the February agenda.
- IV. Disposition of minutes:** "The" was added to the beginning of the first sentence of page 1, Section C, Building & Grounds of the January 13, 2015 minutes. Rebecca Manifold made a motion to accept the January 13, 2015 minutes as corrected. The motion was seconded by John Evenhouse, and approved unanimously by the Board.
- V. Approval of Bill:** After a short discussion and explanation of some items on the list of bills, Jane Koogler made a motion to approve the bills. The motion was seconded by Alli Bogaard and approved unanimously by the Board.
- VI. Unfinished Business:** The annual, State-required Trustee training is scheduled to take place prior to the Board's monthly March meeting. Representatives from Iowa Library Services will provide the training. Maryann Mori will talk about Internet Content Filtering. Jay Peterson will present library E-Rate information. This session will begin at 4 P.M. Board members need to allow an extra hour on March 10 for this training, which will take place in the Library's Public Meeting room.
- VII. President's Report:** Mary provided her new email address: [magikwand52@gmail.com](mailto:magikwand52@gmail.com) .
- VIII. Director's Report:**
- A. Budget update: Wendy presented the Library's proposed 2015-2016 budget to the City Council on February 9<sup>th</sup>. The City Administration, prior to Wendy's presentation, removed the laptop bar from the library's CIP. The Board discussed other financial options to obtain the laptop bar. A decision was tabled until the Library's new budget is approved by the City Council.
  - B. Mediacom's internet service has not yet been connected to the library's network.
  - C. A "mock" OSHA inspection yielded 2 minor safety issues that have been resolved.
  - D. The Friends of the Library added \$10,000.00 to the Library Endowment with the Pella Community Foundation.
  - E. The Library's winter reading programs take place in February and are in full swing.
  - F. The Library received a \$1,000.00 Wal-Mart grant to fund the "1,000 Books Before Kindergarten" program.
  - G. The Pella Community Foundation awarded the Library \$2,000.00 to update the audio/visual equipment in the public meeting room. State funding money may need to be used to complete this project.
  - H. Wendy has not received information regarding the grant request submitted to Cargill Cares.
  - I. The Library was chosen to be an Experience Works host agency. Library worker, Jim Bebo, is the employee participating in this federally funded program. The Library provided the employee training. Jim will be working 20 hours/week for 6 months on "back room" projects.

J. Staff Activities:

Youth Services: Story Time, Tot Time and Lap Sit programs have started. The library hosted a Book Bash with Families First of Pella on January 17 and was well attended by area families.

Assistant Director: This month, Chris cataloged the first of the Vertical File drawers dealing with Pella historical information. He is currently working again on the installation of Mediacom cable. He also developed several procedures involving Banner Printing on the new copier.

Director: Wendy conducted orientations for two new volunteers, submitted a grant proposal to Cargill Cares, gathered statistics from the five Marion County libraries and prepared a presentation for the County Board of Supervisors.

K. Upcoming events:

February 4 at 2:45 p.m.: Afternoon Movie.

February 5 at 2:00 p.m.: Laughter Club in the meeting room. Join the Pella Hysterical Society and learn to laugh for the health of it.

February 5 at 4:00 p.m.: Rock, Paper, Scissors. Kids in 3rd to 5th grade are welcome to join us for a new program. We will make a craft and discuss books we have read.

February 7 at 10:30: Spanish story time.

February 10 at 7 p.m.: L.E.M.I.N.G.S. Teen Group. Any students in 6th grade and higher are welcome to join us for our monthly program.

February 12 at 4 p.m.: Book to Movie Book Club. This book club is for students in grades 2 and up. Sign up is required; please call the library for more information.

February 13 at 3:30 p.m.: Open LEGO Play. No sign up is needed. LEGOs are provided.

February 18 at 2:45 p.m.: Afternoon Movie.

February 19 at 10:15 a.m.: Genealogy club will meet in the Meeting Room.

February 26 at 7:00 p.m.: The Rev. Brian D. Nolder will present a program on "Religion in The Lord of the Rings."

February 26 at 12:00 noon: The Brown Bag Book Club will discuss *Little Wolves* by Thomas Maltman.

**IX. Governance and Policy Committee Report:** A revised Meeting Room policy was presented to the Board. After an explanation and short discussion of the revisions, Sarah Cottington made a motion to accept the Revised Meeting Room policy. Rebecca Manifold seconded the motion. The Board unanimously approved the motion to revise the policy.

**X. Adjournment:** The meeting was adjourned at 4:55 P.M. The Board's next meeting will be 4 P. M. on March 10, 2015.