

**PELLA PUBLIC LIBRARY**  
Board of Trustees Meeting  
Apr. 14, 2015

**I. Call To Order:** President Mary Barnes called the meeting to order at 4:01 P.M. Board members present were Alli Bogaard, Sarah Cottington, John Evenhouse, Jane Koogler, Rebecca Manifold, and Praveen Mohan. Library Director Wendy Street was present.

**II. Recognition of Visitors and Visitor Comments:** There were no visitors or guests present.

**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 March minutes prior to the meeting. Wendy mentioned a formatting issue on the March minutes. Rebecca moved to approve the minutes with that one exception and Alli seconded the motion. The minutes were approved. Praveen sent the updated formatting changes to Wendy the same day.

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

**VI. Unfinished Business:**

a. Internet Content Filtering:

After discussing various options on Internet content filtering, the board decided to filter on all library owned devices and not filter the non-library owned devices used for browsing. Praveen moved to approve it and Alli seconded the motion.

E-rate funding motion was raised to not accept money from the government. The reason for this motion is that some of us felt that we do not want to be controlled by the Government with respect to our decisions. Jane moved the motion and Alli seconded it. The motion failed with three board members in favor of the motion and four board members against the motion.

b. Upcoming vacancy on the board:

Applications from four individuals were received with respect to filling the vacancy on the board. After some good discussion and input from several board members, it was decided to recommend Kenny Nedder to replace Sarah Cottington on the board. Alli made the motion and Jane seconded it. Kenny Nedder was unanimously approved. Wendy will contact Mayor Mueller with the board's recommendation.

c. State funding:

There was \$10,561 remaining in state funding. The library staff recommended spending the money through the following ways.

<u>Staff recommendations</u>	<u>Estimated cost</u>	
Materials	\$2,731.45	This can be any amount, but I recommend that at least some of the funds be spent on the collection.
Envisionware cash register	\$3,435.00	For 2 terminals at the Circulation Desk. (Add \$1,220 for 3rd terminal)
Envisionware self-service module	\$4,395.00	Allows patrons to pay fines from our coin machine or online

The board suggested considering the laptop bar and the two Syndetics modules as listed below instead of the Envision self-service module.

laptop bar	\$4,000.00	This was cut from the CIP budget. The cost includes a custom bar, four chairs and electrical work. We will pursue other avenues for getting this built.
Two additional Syndetics modules: "Series" and "Find Similar Titles"	\$328.00	Catalog enhancement. We would not need this if we purchase Novelist.

Envision cash register will be implemented for two terminals only at the circulation desk. Rebecca moved the motion and Alli seconded it. The Board unanimously approved it.

**VII. New Business:** There was no new business.

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

**IX. Director's Report:**

A. Mediacom Internet service

The cable TV was connected on March 23. It will cost about \$75 to run the cable up to the meeting room, but the work can be performed by the city maintenance staff. The internet was connected on April 8. The Mediacom internet is much faster than promised--currently anywhere from 28 to 32 MBPS.

B. Grant applications

- Cargill Cares—Wendy has not received any feedback on our second grant proposal.
- Marion County Community Foundation— Library submitted a grant for an interactive digital touch table for the children's area.

C. Building & Grounds

- Replacement granite was installed on March 18.
- The new projector was installed in the meeting room on March 25. An electrical outlet in the ceiling was added on April 7, so it is now fully functional.
- An electrician discovered that we have a bad TVSS (Transient Voltage Surge Suppressor) in the basement that will need to be replaced. Cost estimate: \$2600
- The motor was rebuilt on one of the two water pumps that are part of the HVAC system. The bill is in this month's list (\$1,294.76)
- Public Works staff started the demo on the bathroom that will become our quiet room.

#### D. Staff activities

Youth Services: The Doll and Me Craft and Tea program was a great success. This was a combined program the Pella Art Center. The Book to Movie Club also met in March. We read "Because of Winn Dixie" and then watched the movie during Spring Break. Katie sent out letters to local businesses asking for donations to support the Summer Reading Program.

Assistant Director: This month, Chris continued working on the vertical files. He coordinated the installation of the meeting room projector and authored the Marion County Community Foundation grant. He also worked to fix some issues with Millennium Circulation, correcting a problem with the way Spanish language materials were checked out.

Director: Wendy weeded the audio books and videos, did one Laughter Club, led the All Iowa Reads book discussion, and advertised the many April events. She also submitted a budget amendment for the granite replacement.

#### E. Upcoming events

- April 10-20: Friends of the Library book sale
- April 12-19: Food for Fines
- April 16 at 10:15 a.m.: Genealogy Club meeting in the Heritage Room
- April 17 at 3:30 p.m.: Open LEGO Play.
- April 19-25: Money Smart Week
- April 21 at 7:00 p.m.: Crash Course in Starting a Business. Kids, join bankers from Marion County Bank as we discuss the steps to starting a business. Brainstorm an idea for a product or service business and put together a business plan with our step-by-step work sheet. Each young entrepreneur will have a chance to pitch their business plan to a commercial loan officer and receive feedback. Suggested for children in 3rd grade through 8th grade. Books will also be given to attendees.
- April 22 at 2:45 p.m.: Afternoon Movie on the big screen in the meeting room.
- April 23 at 10:30 a.m.: A Moment with Mozart, a musical story time in the Meeting Room. A string quartet from Central College will perform a short program of music matched with stories from children's literature.
- April 25 at 1:30 p.m.: Couponing with Mary Potter Kenyon. Join us for this fun and informative program and discover insider secrets that will help you avoid paying full price for your favorite products. A prize basket will be given to one lucky winner!
- April 28 at 10:00 a.m.: Friends of the Library Annual Meeting in the Meeting Room.
- April 28 at 7:00 p.m.: Prohibition in Iowa. Linda McCann, author of a book on the subject, will talk about the 13 year span of time known as "Prohibition" through the lens of Eastern Iowa townspeople and farmers.
- April 30 at 12:00 noon: The Brown Bag Book Club will discuss *The Invention of Wings* by Sue Monk Kidd in the library Meeting Room.

#### **X. Committee reports:**

- a. Revisions to the Unattended Children policy was reviewed. The committee agreed to the suggested changes. John moved to approve the same and Jane seconded it.
- b. The Patron Assistance policy was reviewed and no changes were suggested.

**XI. Adjournment:** President Mary Barnes adjourned the meeting at 5:53 P.M. The next regularly scheduled Board Meeting is scheduled for May 12, 2015.