

PELLA PUBLIC LIBRARY
Board of Trustees Meeting
September 13, 2016

I. Call To Order: President Rebecca Manifold called the meeting to order at 3:58 p.m. Board members present were: Rebecca Manifold, Jane Koogler, John Evenhouse, Praveen Mohan, Rachel Sparks, and Kenny Nedder. Library Director Wendy Street was present. Alli Bogard was excused.

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 August 2016 minutes prior to the meeting. Praveen moved to approve the minutes as presented; Jane seconded the motion. The minutes were unanimously approved.

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

VI. Unfinished Business: There was no unfinished business.

VII. New Business:

- A. Faxing service: Discussed merits and community considerations of offering faxing services using 3rd party provider. The next steps include tracking faxing requests and validating contract terms before recommending taking on this service.
- B. New accreditation standards: The State Library of Iowa recently released changes to the State Library's Standards and Accreditation Program. After reviewing the new and updated core standards, the general consensus is the Pella Library is well suited and minimal changes will be required to keep our existing Tier 3 accreditation. We will need to apply for reaccreditation in 2020.
- C. Annual report – Wendy presented the Board with her annual report for FY 2015/2016. There was some discussion on the content and layout. No changes were suggested and all agreed the report represented the year well.

VIII. President's Report and Announcements:

- A. Board member Alli Bogard will have a conflict with the existing day and time for board meetings. There was discussion on potential alternative dates and times to account for this conflict. A few alternative dates and times were generated and will be reviewed with Ali to see if one will work.

IX. Director's Report:

A. New shelvers

We hired two new shelvers: Erin Duenwald and Elise Beukelman. They both started Aug. 17.

B. Pew survey on reading habits

The Pew Research Center has released the results of their Book Reading 2016 survey. Here are the highlights:

- A growing share of Americans are reading e-books on tablets and smartphones rather than dedicated e-readers, but print books remain much more popular than books in digital formats.
- The share of Americans who have read a book in the last year is largely unchanged since 2012; more Americans read print books than either read e-books or listen to audio books.
- Nearly four-in-ten Americans read print books exclusively; just 6% are digital-only book readers
- College graduates are roughly four times as likely to read e-books and about twice as likely to read print books and audio books – compared with those who have not graduated high school.

- The share of Americans who read books on tablets or cellphones has increased substantially since 2011, while the share using dedicated e-readers has remained stable.
- About one-in-five Americans under the age of 50 have used a cellphone to read e-books; blacks and Americans who have not attended college are especially likely to turn to cellphone – rather than other digital devices – when reading e-books.
- The share of Americans who read in order to research a specific topic of interest has increased in recent years.
- Older and younger adults are equally likely to read for pleasure or to keep up with current events; younger adults. You can read the full report at: <http://pewrsr.ch/2bGohrV>

C. Building and grounds

The 4G backup was finally installed and was working correctly as of Aug. 12. However, it continues to use data and our IT consultant does not know why. So we are leaving it unplugged and will plug it in if/when we need it. We were not billed for any data use this month. I have cancelled the LISCO service and the final bill is in your packets.

We have had some problems with school-issued laptops not being able to connect to the library's wireless internet. Chris has been working with Ben Bollard to resolve this issue, which Mr. Bollard believes has to do with their filter not working with our filter.

D. Staff activities

Assistant Director: This month, Chris completed several performance reviews. With the assistance of RSM, the 4G Internet backup project was completed and is operational. He is in the process of cataloging the vertical files in the Heritage Room, and is working with PCSD to diagnose why student laptops cannot access the Internet through our wireless connection.

Director: I started weeding the 900s, did orientations for our two new shelvers, and began work on the ADA checklist. I made presentations to the Genealogy Club, Master Gardeners and Pella Garden Club. I attended city training on SDS Binderworks, our new system for tracking and updating safety data sheets. I am unable to begin work on the state annual report because the State Library has not made the reporting form available yet.

E. Upcoming events

- Weekly Story Time, Tot Times and Lap Sit will be offered in September beginning the week of September 12. Please call the library for days and times.
- Story time is offered every Saturday at 10:30 a.m. Saturday story time is suggested for ages 3 and up with parents.
- September 12 at 10 a.m.: LEGO Club Sign Up. LEGO Club will be held during the months of October-April. Sign up is required.
- September 12 at 6:00 p.m.: American Sign Language classes. An 8-week course of introductory classes will be held in the Library Meeting Room on Monday nights beginning Sept. 12. The classes are intended for adults.
- September 13 at 7 p.m.: L.E.M.M.I.N.G.S. Teen Group. Any student in 6th grade or higher is welcome to join us for this monthly program.
- September 14 at 3:00 p.m.: Afternoon Movie. Join us to watch a movie on the big screen in the meeting room. Please remember children under the age of 5 need a mature person watching the movie with them and children under the age of 8 need a mature person in the library during the program.
- September 15 at 7:00 p.m.: What is a Seed Library? Learn about our planned seed library and how you can participate.
- September 24 at 10:00-11:30 a.m.: Book Bash with activities based on a farm theme. The first 100 families with children ages 0-5 will receive a copy of the book Barnyard Banter by Denise Fleming. The program will be held in Central Park. In case of rain, the activities will be held in the library.
- September 26 at 4:00 p.m.: What is a Seed Library? Learn about our planned seed library and how you can participate. This is a repeat of the Sept. 15 program.

X. Committee reports: There were no committee reports.

XI. Adjournment: President Rebecca Manifold adjourned the meeting at 5:10 p.m. The next regularly scheduled Board Meeting is scheduled for October 11, 2016.