

## PELLA PUBLIC LIBRARY

Board of Trustees Meeting

July 10, 2012

**I. Call To Order:** Interim President Joan Van Hal called the meeting to order at 3:59 p.m. Board members present: Mary Barnes, Bryce Dahm, John Evenhouse, Rebecca Manifold, Jeff Siewert, and Sarah Cottingham. Library Director Wendy Street was present.

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

**III. Approval of Agenda:** Bryce moved to approve the agenda as presented; Mary seconded the motion. The motion was unanimously approved.

**IV. Disposition of Minutes:** All Board members received the June minutes prior to the meeting. Mary moved to approve the minutes as amended; Rebecca seconded the motion. The minutes were unanimously approved.

**V. Approval of Bills:** After some general discussion and questions regarding the monthly bills, Bryce moved to approve the June bills. Evenhouse seconded the motion. The bills were unanimously approved.

**VI. Unfinished Business:** Wendy displayed to the board the original Library minutes from 1905 when the library first opened. Computer Issues – Chris has attempted to update the security software and unfortunately has had problems with this update. He attempted to uninstall the security software in an attempt to fix the problem. The new staff computers have been installed; however, the public computers have not been installed yet due to the software technical issues.

**VI. New Business:** Wendy presented an update on the current 3-Year Plan for Service. Discussion was held. Next month Wendy will present the Annual Report. The following officers for 2012-2013 were elected: Bryce Dahm, President; Joan Van Hal, Vice President; and Sarah Cottingham, Secretary.

**VIII. President's Report and Announcements:** The Interim President had nothing to report. Bryce will assume the President responsibilities in August.

### **IX. Director's Report:**

- A. **Summer Reading Programs-** So far in the children's Summer Reading Programs, staff have handed out 861 reading logs and awarded 531 prizes. There are 42 entries in the experience prize drawing (for children who have continued reading after achieving the three levels of prizes.) The Adult program has 214 entries.
- B. **Wireless statistics** - LibStat, our wireless counter, is up and running. In the first two weeks of counting, there were 276 laptop users and 102 mobile users. The bill (ProInfo) is in this month's list of bills.

**C. Library Building and Grounds**

- The compressor on Air Handler 2 was replaced on June 27. Wendy has not received the bill.
- An oil leak on Air Handler 1 was fixed on June 28. Wendy has not received the bill.
- The sidewalk outside the staff entrance was leveled on June 26. The bill (Ryken) is in this month's list of bills.
- The limestone bench and memorial plaque for Keith Aldrich have been placed near the library entrance. The additional flagstone, flowering plants and redbud tree have been added to the butterfly garden. The bill (Pella Nursery) is in this month's list of bills.

D. **Aviary**- Wendy shared the aviary was delivered July 10, 2012.

**E. Staff activities**-

- Youth Services: Katie has been busy with summer programs. About 350 people attended Dan Wardell's two programs on July 2.
- Assistant Director: Chris has updating software on staff and public computers. He has installed 5 new staff computers and is now working to convert the old staff computers to public computers. He installed LibStat, our wireless counter.
- Director: Wendy did "Laughter club" programs at Hilltop, Jefferson Place and Vriendschap Village in June. Wendy also spoke to a group of Girl Scouts about the library.

**F. Upcoming events:**

- July 10 at 6:30 p.m.: Evening Story Time for ages 3 and up.
- July 10 at 7:00 p.m.: L.E.M.M.I.N.G.S. Teen Advisory Board
- July 13 at 10:30 a.m.: Morning.
- July 16 at 11:00 a.m.: Pella Wildlife Company program about bats.
- July 20 at 2:00 p.m.: Afternoon movie.
- July 26 at noon: The Brown Bag Book Club will discuss The Immortal Life of Henrietta Lacks by Rebecca Skloot in the Library Meeting Room.
- July 28 from 7:00 a.m. to 11:00 a.m.: Friends of the Library paperback book sale in front of the library.

**X. Committee reports:**

1. Governance/Policy Committee— The Governance/Policy Committee reviewed the Computer and Internet Policy prior to the July Board Meeting. There were a few recommendations for the Computer and Internet Policy. Jeff made a motion to approve the recommendations for the Computer and Internet Policy. Mary seconded the motion. The motion was unanimously approved.

**XI. Adjournment:** The meeting was adjourned at 4:42 p.m. The next regular meeting of the Library Board of Trustees will be August 14, 2012 at 4:00 p.m.

The Library Board Members then viewed a Trustee Training Video.