

PELLA PUBLIC LIBRARY
Board of Trustees Meeting
Tuesday, January 11, 2011

I. Call To Order

The regular meeting of the Pella Public Library Board of Trustees was called to order at 4:00 p.m. on Tuesday, January 11, 2011, by President Jeff Sajdak. Board members present were Sarah Cottington, Joan Van Hal, Paul Scott, Grace Edouard and Lori Fredrickson. Bryce Dahm was absent with notice. Library Director, Wendy Street, was also present.

II. Recognition of Visitors and Visitor Comments

There were no visitors.

III. Approval of Agenda

Joan moved to approve the agenda. Paul seconded the motion. The agenda was unanimously approved.

IV. Minutes

Wendy pointed out one correction to the December Minutes—it's the control system of the HVAC system that is obsolete, not the whole system. Lori will make that change to the minutes. Paul moved to approve the December Minutes with correction. Sarah seconded the motion. The minutes, with correction, were unanimously approved.

V. Bills

Wendy gave out a new list of bills due to some changes. Wendy believes that we are coming to the end of our credit with Iowa Telecom. Joan moved to approve the bills. Lori seconded the motion. The bills were unanimously approved.

VI. Unfinished Business

All Board members present signed the just instated Ethics/Conflict of Interest statement.

VII. New Business

- a. Wendy received a letter from the manager of the Friends endowment asking what to do with the earned interest of \$325—reinvest it or distribute it. Last year the interest was reinvested and Joan motioned to do the same this year. Paul seconded the motion. The motion was unanimously approved.
- b. Wendy gave a three month progress report on the 2010/2011-2012/2013 Plan for Service. When the year ends in June, she will have hard stats and will give a more detailed update then.
- c. A trustee training video will be watched after the meeting.

VIII. President's Report and Announcements

The President had nothing to report.

IX. Director's Report

- a. WILBOR e-Books: The WILBOR e-books have been very popular with our patrons and with the patrons of the other libraries involved. That leads to its only problem-- a limited number of books and titles. Hopefully, WILBOR will be adding more title soon.
- b. Three Cups of Tea:
There will be a kick-off event for the *Three Cups of Tea* activity that the Library is doing in conjunction with the Pella Community schools. Several events are scheduled over a three month period that concludes in March.
- c. The Library began sending email pre-overdue courtesy notices in December.
- d. Grant: The Library received a \$1,000 grant from the Pella Community Foundation for programs and materials pertaining to a "green" theme. Wendy has several events planned.
- e. Internet Filtering:
Wendy explained how the Library's current internet filter works and the problem that we have with it. The filter is provided by our internet provider, Lisco, and is on the DSL line itself. It is an all-or-nothing proposition. It's either on all computers or off all computers. When adults using the computers find their desired site filtered out, they can ask the Library staff to turn the filter off meaning it is off on all the Library computers. Because the very popular social sites, such as Facebook, are filtered out, the filter is off much of the time.

Wendy presented several options to the Board for resolving the problem, including discontinuing the filter. The Board agreed that we do want to continue the internet filter and that for now we will try the least expensive intervention; namely, we will ask Lisco to unblock Facebook and a couple other sites that Library staff use routinely but find blocked. Sarah moved to accept the Lisco filter option. Joan seconded the motion. The Lisco filter option was unanimously approved.

- f. Upcoming Events: Wendy presented the upcoming events.
- g. Wendy has scheduled an energy audit of the Library Alliant Energy.

X. Committee Reports

- a. The Policy committee presented a revised Personal Appearance Policy. The major change is that blue jeans are never acceptable work attire, even for employees not planning on being in a public area.
- b. The policy committee is reviewing the Computer and Internet policy.
- c. Wendy had a question regarding whether or not a person turned over to collection for what they owe the Library can reserve the Library's meeting room. The \$25.00 deposit is typically paid by check and is mailed back to the payer as long as the room is left in good order. Wendy questions the wisdom of taking a check deposit from a person whose credit is not good. The question was turned over to the Policy committee who will review the Meeting Room Policy and propose a revision as they see fit.

XI. The meeting was adjourned at 5:10 pm. The next regular meeting of the Library Board of Trustees will be Tuesday, February 8, at 4:00 p.m.
All Board members remained after the meeting to watch a video regarding the proper relationship of the Board to Friends groups and Foundations.