

Pella Public Library

Board of Trustees Meeting, February 9, 2010

I. Call to Order:

The regular meeting of the Pella Public Library Board of Trustees was called to order at 4:00 pm on Tuesday, February 9, 2010, by President Jeff Sajdak. Board members present were Joan Van Hal, Bryce Dahm, Paul Scott, and Lori Fredrickson. Don Baker continues his leave-of-absence and Sarah Cottington was absent with notice. Wendy Street was also present.

II. Recognition of Visitors and Visitor Comment:

There were no visitors.

III. Approval of Agenda:

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

IV. Disposition of Minutes:

Joan moved to approve the January 2010 Board minutes. Bryce seconded the motion. The Minutes were unanimously approved.

V. Approval of Bills:

Wendy presented the February bills. Lori moved to approve the bills. Joan seconded the motion. The bills were unanimously approved.

VI. Unfinished Business:

October 2010 is the tenth anniversary of the current Library. Discussion of ways to involve the public in a celebration while raising funds and/or book donations occurred. Ideas included a possible writing contest, a GPS type of treasure hunt or a donate-a-book activity. Wendy will speak with staff and other library directors regarding ideas. The Board will continue to brainstorm ideas.

VII. New Business:

- a. The Board watched one of the videos provided to the Library by the Iowa Library Trustee Association. This one highlighted Trustee Duties.
- b. Wendy informed the Board that there was one Library employee that did not meet expectations at their yearly evaluation. This employee's performance will be reevaluated after 90 days.

VIII. Presidents Report:

Jeff reported receiving a phone call from a patron praising the service provided by both Wendy and Katie.

IX. Director's Report:

- a. Wendy will be presenting the budget at the City budget meeting tonight.
- b. The Library received a \$1500 grant from the Pella Community Foundation to purchase and digitize microfilm back issues of the Chronicle.
- c. Friends of the Library is sponsoring a fundraiser in which various types of bags will be gathered from prominent lowans and auctioned in a silent auction in the fall. This event will be similar to the "Chair Affair" that they sponsored last year.
- d. A student has volunteered to teach computer classes at the library. To reduce "no shows", a \$1.00 deposit will be required in order to sign up for the classes which will be returned when the participant shows up for the class.
- e. Wendy has had to ban a patron from the Library due to ethnic slurs and inappropriate behavior toward a Library employee. There are several witnesses to the behavior which has occurred more than once and has been well documented. The ban is in effect from February 1-August 1.
- f. Wendy believes that the best time for getting all Library employees involved in a SWOT session (see January minutes) with Sarah is Friday, February 26, at 5:00-6:30pm. This will require closing the Library one hour earlier than its usual 6:00 pm closing time. Paul moved to approve the closing time change for the 26<sup>th</sup>. Bryce seconded the motion. Closing the Library at 5:00 pm on February 26<sup>th</sup> was unanimously approved.
- g. Wendy reported that the Library can get increased bandwidth from Lisco for less money than we are paying now if we will display some sort of sign saying that internet is provided by Lisco. Wendy will get more info from Lisco such as how big the sign would be, where it would be placed and how long the discount would be effective.
- h. Wendy reported on upcoming events.

X. Committee Reports:

- a. The Governance and Policy committee reviewed the General Policy Statement without changes.

XI. Adjournment:

Business being concluded, the meeting was adjourned at 5:40 pm. The next regularly scheduled meeting of the Library Board of Trustees will be March 9, 2010 at 4:00 pm.