

Pella Public Library

Board of Trustees Meeting, Tuesday, September 14, 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, September 14, 2010, by President Jeff Sajdak. Board members present were Grace Edouard, Bryce Dahm, Sarah Cottington, Joan VanHal, Paul Scott and Lori Fredrickson. Library Director Wendy Street was also present.

II. Recognition of Visitors and Visitor Comments:

Wendy made a brief introduction of Sara Scheib, the new technology librarian.

III. Approval of Agenda:

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

IV. Disposition of Minutes:

Lori emailed minutes of the August meeting on August 11. A revision, based on Board input was emailed on August 12. Paul moved to approve the revised August minutes. Joan seconded the motion. The revised August minutes were unanimously approved.

V. Approval of Bills:

Paul moved to approve the bills. Bryce seconded the motion. The bills were unanimously approved.

VI. Unfinished Business:

Regarding an investment policy, the Governance and Policy committee determined that the best course of action is for the Library to continue to follow the City's policy—we do not need our own investment policy.

VII. New Business:

No new business.

VIII. President's Report:

No President's report.

IX. Director's Report:

- a. The Library has a new shelver.
- b. The Board reviewed a written report from Katie on the Children's Library summer reading program. Participation was good and she is getting started planning next summer's program.
- c. Air handler 2's "low limit" alarm trips every evening. The Trane repairman has indicated that the low limit unit needs replacing. This a \$300 part with \$100 labor. Trane also indicated that the heating and cooling system will need its computer replaced soon. This will be a large expense.
- d. Wendy reported on a new city policy that allows department heads a \$50 monthly cell phone allowance for a "smart" phone. As department head, Wendy would like to take advantage of this opportunity. The allowance would be paid out of the Library's budget.

After much discussion, a vote was taken. The result was 3 "nay" (Bryce, Joan and Lori) and 3 "yea" (Sarah, Grace and Paul). Jeff broke the tie with a yea vote. The

phone will be paid for with money budgeted for, but not spent on, Richard's salary (as suggested by the city manager).

- e. Because September is "Library card sign-up month" the Library will be offering half-price (\$1) Library cards. Second graders from Pella Community Schools will visit the Library and have the opportunity to sign up for a card.
 - f. Wendy reported on several activities planned around the Library's Tenth Anniversary, including a fine amnesty week.
 - g. Wendy reported that the city's IT person, Mark, found the Library a multi-functional printer that will make color copies, scan, and load things on a USB stick. Before these services are offered to the public, the Board will have to set prices. Wendy will keep track of costs associated with the printer and gather info on what other libraries charge for similar services.
- X. Committee Reports:
The review of the Circulation policy and Personal Appearance Policy will be carried over to the October meeting.
- XI. Adjournment:
The meeting was adjourned at 5:15 pm. The next regular meeting of the Library Board of Trustees will be Tuesday, October 12, 2010.