

PELLA PUBLIC LIBRARY
Board of Trustees Meeting
July 9, 2013

I. Call To Order: President Mary Barnes called the meeting to order at 4:05 p.m. Board members present: John Evenhouse, Jane Koogler, Rebecca Manifold, Jeff Siewert, and Praveen Mohan and Library Director Wendy Street was present. Board Member Sarah Cottington arrived at 4:05 p.m. and left at 5:05 p.m.

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

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

IV. Disposition of Minutes: All Board members received the June 2013 minutes prior to the meeting. Praveen moved to approve the minutes as amended; Jane seconded the motion. The minutes were unanimously approved with the amendments.

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

VI. Unfinished Business: There was no unfinished business.

VII. New Business:

A. Progress Report on Plan for Service: Wendy discussed the progress on the Plan for Service and gave a summary of the plan. There were concerns with drop in service and circulation. Several different objectives were below the current level and did not increase. Discussion was held with the Board.

B. Annual Statistics: Wendy discussed the annual statistics for the library and gave a summary of the annual statistics. There was a drop in the number of new movies checked out and also the number of children magazines; however, the number of old movies checked out increased.

VIII. President's Report and Announcements: The President reported she completed the Committee Assignments. The assignment list was provided to the Board.

IX. Director's Report:

A. Internet Content Filter: The Library budget this year includes funding to change the Internet content filter. There have been some changes to the original cost quotes, which were received. Before the money is spent, Wendy would like to discuss the options and review Internet content filtering in general. Here is a link to an overview about the pros and cons of content filters that may be helpful: <http://tinyurl.com/k5y2xxk>. As background, the current content filter is provided and maintained by Lisco, the Internet Service Provider. It is building wide, so it is either on for every computer in the building or it is off for every computer in the building. The budget proposal was to purchase a filtering solution for the Library that would give us more flexibility and local control. There was discussion held as to whether the library should continue to have an internet content filter and if we do, which one to have.

B. Summer Reading Program: The children's Summer Reading Program is off to a great start. As of July 1, 2013, a total of 944 reading logs have been taken for all three of the children's programs! We have given away 381 first level, 158 second level and 71 third level prizes for the school age and "read to me" programs.

- C. Zinio & Learning Express Statistics:** Learning Express: 23 sessions, 233 page hits Zinio: 39 magazine checkouts. Clean Eating ceased publication.
- D. Building and Grounds:** We had a plumbing backup on June 18. Sewage came up through four floor drains whenever a toilet was flushed. The Building Maintenance Technician (Ryan) was able to snake the clog loose from the outside cleanout. It was gross.
- E. Staff activities:**
- **Youth Services:** Katie has been busy with summer reading programs, special events such as IPTV's Dan Wardell and magician Rick Eugene, and coordinating all of the volunteers who hand out the summer reading prizes.
 - **Assistant Director:** This month, Chris researched and purchased new Wireless Access Points for the Library. He is continuing to work on researching Internet content filtering, and is also continuing to catalog material in Dutch.
 - **Director:** Wendy did her regular monthly program at Hilltop, attended Genealogy Club and the Friends of the Library board meeting, did a board orientation for Jane Koogler, and taught a webinar on using volunteers for technology training.

The three supervisors attended four hours of supervisory training on "Leadership" and "Effective Communication."

- F. Upcoming events:**
- July 18 at 1:30 p.m.: Journal Writing Workshop with Wendy Vander Linden for teens.
 - July 19 at 10:30 a.m.: Morning movie in the Meeting Room.
 - July 19 at 2 p.m.: Free LEGO play.
 - July 20 at 10:30 a.m.: Spanish story time
 - July 20 from 11 a.m. to 12 p.m.: Pool Party at the Pella Aquatic Center for kids who participated in the Summer Reading Program.
 - July 23 at 10:30 a.m.: Ronald McDonald Story Time in the Meeting Room.
 - July 24 at 10:30 a.m.: Lake Red Rock Program in the Meeting Room suggested for children in grades Kindergarten and up.
 - July 25 at noon: The Brown Bag Book Club will discuss The Other Wes Moore by Wes Moore in the Heritage Room of the Library.
 - July 25-27: Friends of the Library book sale.
 - July 31 at 9:00 p.m.: Summer Reading Program Ends.

X. Committee reports:

Governance & Policy Committee: The Committee reviewed and made recommendations to revise the Meeting Room Policy. The Board reviewed the Meeting Room Policy and the recommended changes. After a short discussion, Rebecca made a motion to adopt the proposed revision. Praveen seconded the motion. The Board then voted to unanimously approve the Meeting Room Policy with the recommended changes.

XI. Adjournment: President Mary Barnes reminded members that the August board meeting will be on August 20, one week later than our normal meeting time. She declared the meeting adjourned at 5:30 p.m.