

PELLA PUBLIC LIBRARY

Board of Trustees Meeting

January 14, 2014

I. Call To Order: President Mary Barnes called the meeting to order at 4:00 p.m. Board members present: John Evenhouse, Jane Koogler, Rebecca Manifold, Praveen Mohan, Jeff Siewert, and Library Director Wendy Street were present. Board Member Sarah Cottingham was an excused absence.

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

III. Approval of Agenda: There were no changes to the agenda. The agenda stood as approved.

IV. Disposition of Minutes: All Board members received the December 2013 minutes prior to the meeting. John Evenhouse moved to approve the minutes as received; Rebecca Manifold seconded the motion. The minutes were unanimously approved.

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

VI. Unfinished Business: Discussed the Trustee Webinar from January 9th. Most of the board was present at the webinar. Highlights: It has never been about the books rather about access to information, we should always present a positive view of library, and libraries are about equal access to information with 1/3 of the population not having internet access at home.

VII. New Business:

- A.** The 2014/2015 Budget was discussed. Slight changes to the budget with few changes from previous year. There is an increased focus on updating the public access computers and will be updated via a supplemental request. After general discussion Praveen Mohan moved to approve the 2014/2015 budget. Jane Koogler seconded the motion. The budget was unanimously approved.
- B.** There was a discussion on the progress of the Plan of Service goals. We are currently 6 months into the plan and goals are being met at this time.

VIII. President's Report and Announcements: President Mary Barnes did not have anything new to report.

IX. Director's Report:

- A. Winter intern** - Rayla Wilson, a junior at Pella Christian, did a "winterim" internship with us January. All went well
- B. Technology Update** - Our entire circulation system and online catalog went down on Monday, January 6 due to a hardware failure of the server we share with Central College. Innovative did not meet the contract standards and alternative vendors are being considered.
- C. Collaboration** - The Library Technology Grant for the collaboration room has been awarded by the State Library, and we are currently in the planning stages. This month, Chris met with the High School building trades class so that they may quote and begin building the custom table for the collaboration room.
- D. Zinio & Learning Express Statistics** - Learning Express: 0 sessions (Learning Express updated to a new version and we are not yet able to obtain statistics. Our last few reports of 0 usage is not accurate.) Zinio: 28 magazine checkouts.
- E. Buildings and Grounds** - McGuinness and Trane have performed worked on the boiler.
- F. Staff Activities** -
 - Sheila Bossard resigned effective Jan. 17. We are in the process of filling her position.
 - A. Youth Services: Katie weeded the Juvenile Fiction collection and worked on the "1000 Books Before Kindergarten" program which starts January 11. She also offered a Christmas Tea

and Holiday Story Times in December.

B. Assistant Director: This month, Chris worked on planning for the Library Technology Grant, including collecting quotes and creating lists of necessary purchases. He also worked with the Director to resolve some personnel issues, and is currently working to resolve a major problem with our ILS hardware.

C. Director: I weeded in the Biographies, worked on the budget and CIP requests, and did a program for the Three Rivers Reading Association.

G. Upcoming events – Many great activities on the horizon. One highlight is the winter reading program with an Olympic Games theme and game board. •

- January 14 at 6:30 p.m.: Family Story Time. Story time is suggested for ages 3 and up.
- January 14 at 7 p.m.: L.E.M.M.I.N.G.S. Teen Group.
- January 16 at 10:15 a.m.: Genealogy Club will meet in the meeting room. January 22 at 2:45 p.m.: Afternoon Movie on the big screen in the meeting room.
- January 23 at 4:00 p.m.: Rock, Paper, Scissors. Kids in 3rd to 5th grade are welcome to join us for a new program. We will make a craft and discuss books that we have read.
- January 28 at 4:00 p.m.: Stories and More. Students in PreK- 2nd grade are welcome to join us for stories and to make a small craft.
- January 30 at 12:00 noon: The Brown Bag Book Club will discuss Seven Locks by Christine Wade.
- January 31 at 10:30 a.m.: Home School Open House. Home school families are invited to the library to learn about the services, databases and materials we offer.

X. Committee reports: Personnel policy review - no changes were recommended.

XI. Adjournment: President Mary Barnes adjourned the meeting at 5:10 p.m. The next regularly scheduled Board Meeting is scheduled for February 11th, 2014.