

PELLA PUBLIC LIBRARY
Board of Trustees Meeting
May 13, 2014

I. Call To Order: President Mary Barnes called the meeting to order at 4:02 p.m. Board members present: Sarah Cottingham, John Evenhouse, Jane Koogler, Praveen Mohan, and Library Director Wendy Street were present. Board Members Jeff Siewert and Rebecca Manifold were excused absences.

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 April 2014 minutes prior to the meeting. Praveen moved to approve the minutes as received; John seconded the motion. The minutes were unanimously approved.

V. Approval of Bills: All Board members received the May list of bills prior to the meeting and there were no additional bills were passed out. After some general discussion and questions regarding the monthly bills, Jane moved to approve the May bills. Praveen seconded the motion. The bills were unanimously approved.

VI. Unfinished Business:

- A. Upcoming vacancy on the Board – Discussion held. Wendy has discussed this with Mary and because there have been efforts made to achieve gender balance, Wendy is now recommending that we proceed with opening up the position to female candidates in addition to male candidates who live outside of the Pella city limits but within the Pella Community School District. There will be an advertisement in the Town Crier next week.

VII. New Business:

- A. Fines coupons as a prize for summer reading (teen and adult) – Katie and Wendy would like to offer fine coupons as a prize for the summer reading programs for the adults and teens. Wendy is proposing to offer adults five \$1.00 coupons and teens five \$1.00 coupons, which would total \$10. Sarah moved to approve the fine coupons as a prize for the adult and teen summer reading programs to a total of \$10. Jane seconded the motion. The motion was unanimously approved.

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

IX. Director's Report:-

A. Legislation Update –

- The Education budget (SF 2347), usually one of the very last budgets to pass because it is among the largest, made its final trip through the Legislature a full week before the final day of session. That bill contains level funding for Iowa Library Services at \$2.715 million, and an INCREASE of \$50,000 to Enrich Iowa (to \$2.574 million).
- The Economic Development budget (HF 2460) was one of the last budget bills to advance to the Governor's desk on the final night of session, and it contains \$150,000 from Iowa Workforce Development's budget to be used by Iowa Library Services for Learning Express. The Governor could still veto this.
- Efforts came up short to move forward on a proposal to allocate \$250,000 in one-time money to the Iowa Department of Cultural Affairs/State Historical Society to restart microfilming back issues of Iowa local newspapers.

B. Windows XP – Chris is updating our public computers to Windows 7. We have the licenses, but many updates have to be installed before the computers will be operational. This is slow going.

C. Food for Fines – During Food for Fines week, we collected five boxes of donations for the Food Shelf. We waived \$80.10 in fines.

D. Friends of the Library activities – Nancy Hutchins has returned to the Friends Board as the Newsletter Coordinator.

- Proceeds from book sale: \$1,012.58.
- Amazon Smile: The Friends of the Library are registered with the Amazon Smile Foundation. Amazon will donate a small percentage of sales to the Friends if buyers use the smile.amazon.com website and designate the Friends as their charity. Most of amazon's products are eligible, but you must purchase them through the smile website.

E. Building and Grounds –

- The mud-jacking project is scheduled for May 15-16.
- Wendy added sign holders to the entry doors to reduce clutter and tape residue.

F. Summer Reading Programs – The Library offers Summer Reading Programs for all ages. All reading programs begin Monday, June 2. Youth Services Librarian Katie Dreyer is visiting the schools this week to promote the programs to schoolchildren.

- Summer Reading for Kids: The 2014 summer reading theme is **Fizz, Boom, Read!** Kids keep track of their reading minutes to earn prizes at three levels. Logs will be available on May 27. Along with the reading program, the library will offer morning and afternoon movies, story times and many special events. Special programs include Science Center of Iowa on June 19, IPTV's Dan Wardell on June 25, magician Rick Eugene on June 26, and a pool party on July 18. Program sign-up is Monday, June 2 from 5:00 to 7:00 p.m.
- Summer Reading Program for Teens: The teen program is called **Spark a Reaction!** Teens participate by keeping track of the pages they read to qualify for entries into weekly and grand prize drawings.
- Adult Summer Reading Program: The adult program is **Literary Elements**. Readers submit a review form each time they finish a book. Each review form becomes a chance to win a weekly prize or one of two grand prizes. The grand prizes this year are a FitBit and \$100 in Pella Bucks. Review forms are available at the Circulation Desk and on our web site beginning June 2. New this year, we are going to have separate drawings at some of the senior centers.

G. Staff activities -Pella Christian 6th grade classes visited us on April 22. Because they were writing research papers, their teacher asked us to give them some instruction. Katie gave them an overview of EBSCOHost, Chris showed them how to use our catalog, and Wendy talked about "how to choose a good source." Then we turned them loose to find and check out materials.

- **Youth Services:** Katie wrapped up the spring session of story times and gave a tour to Pella Christian's One to Grow Pre-K class.
- **Assistant Director:** This month, Chris began the process of updating the rest of our computers to Windows 7. He continued to coordinate the collaboration room grant, and cataloged the new American Girl doll.
- **Director:** Wendy updated our Automatically Yours profile, submitted a grant proposal to the Marion County Community Foundation, and received training on how to enter bills into the City's accounting system. Wendy led the Brown Bag book discussion in April and laughter programs in the library, at Pella Corporation, and at the North Central Iowa Library Symposium. Wendy finished weeding the Science Fiction, music CDs and Westerns. Wendy is now weeding the Mysteries. For future information - Wendy is planning to take vacation June 23 to July 4, 2015.

H. Upcoming events –

- May 13 at 6:30 p.m.: Family Story Time for kids and parents. This is an evening story time with stories, songs and small craft, suggested for ages 3 and up.
- May 22 at 10:15 a.m.: Genealogy Club will meet in the Library Meeting Room.
- May 29 at 12:00 noon: the Brown Bag Book Club will meet at Monarch's to make their book selections for the coming year.
- Story time is offered every Saturday at 10:30 a.m. Saturday story time is suggested for ages 3 and up with parents.
- The Library will be closed on Sunday, May 11 for Mother's Day; closed for building repairs on Thursday, May 15 and Friday, May 16; and closed Sunday, May 25 and Monday, May 26 for Memorial Day.

X. Committee reports: There were no reports from any of the committees.

XI. Adjournment: President Mary Barnes adjourned the meeting at 5:01 p.m. The next regularly scheduled Board Meeting is scheduled for June 10, 2014.