

**PELLA PUBLIC LIBRARY**  
Board of Trustees Meeting  
June 10, 2014

**I. Call To Order:** President Mary Barnes called the meeting to order at 4:03 p.m. Board members present were John Evenhouse, Jane Koogler, Rebecca Manifold, and Praveen Mohan. Library Director Wendy Street was present. Board Members Jeff Siewert and Sarah Cottington 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 May 2014 minutes prior to the meeting. John Evenhouse moved to approve the minutes as presented and Jane Koogler seconded the motion. The minutes were unanimously approved.

**V. Approval of Bills:** All Board members received the June list of bills prior to the meeting. After some general discussion and questions regarding the monthly bills, Rebecca moved to approve the June bills. John Evenhouse seconded the motion. The bills were unanimously approved.

**VI. Unfinished Business:** There was no unfinished business.

**VII. New Business:** There was no new business.

**VIII. President's Report and Announcements:** The president did not have a report.

**IX. Director's Report:**

A. Iowa Workforce Development computer

The IWD computer has been out of order since May 18. They promised a replacement computer two weeks ago, but we have not seen it. At this point, we feel we should stop providing this service, and just direct patrons to the Iowa Workforce Development website on one of our public computers. After some discussion, the board directed library staff to have the computer removed.

B. Staff visits to board meetings

Wendy would like to implement an idea she got from another library director. She would have one library staff member attend a board meeting each month. The staff member talks briefly about what they do at the library and then answers questions. This would give each staff member a chance to get to know the library board and would give the board an opportunity to get to know the staff a little bit. It would only take a few minutes each month.

C. Windows XP

Chris is finished updating all of our public computers to Windows 7.

D. Building & Grounds

- a. The mud-jacking project was completed on schedule and came in under budget. Library Staff were able to get everything back in place and were open for business on May 17. The granite on the counter in the magazine area is cracked in several places, so Wendy is working on finding someone to fix that.
- b. The Collaboration room table was finally completed and delivered. Chris has connected and tested all of the equipment. As soon as we get the monitor mounted on the wall, the room will be open for business.

E. Summer Reading Programs

Library Staff started handing out reading logs on May 27 and has handed out about 700 so far! Library Staff have even awarded some prizes already. Story times and other programs start June 9.

F. Integrated Library System software

Library Staff have been looking at options for migrating to a different ILS since our unhappy experience with our current vendor a few months ago. Our options are dwindling since Innovative (our current vendor) has been buying its competitors. Central is also thinking about changing vendors, and unfortunately for us, their front-runner (OCLC) is not currently offering their product to public libraries. If Central decides to make this move, our sharing agreement with them will end. They have not officially informed us that they plan to make a change (which our contract with them requires), but Wendy wanted you to be aware of the situation.

G. Staff activities

- a. Youth Services: Katie finished getting ready for the Summer Reading programs, and visited schools to talk it up.
- b. Assistant Director: This month, Chris worked closely with Geisler Library staff to determine their game plan for switching to a new ILS vendor, and how that tied in with the possibility of Pella Public Library switching as well. He continues to hammer out small configuration issues with the new Windows 7 computers, and has been working on performance reviews for several employees.
- c. Director: Wendy presented recommendations to the Brown Bag Book Club at their May meeting, gave a tour to a group from Friendship Village, and did one Laughter Club program. Wendy weeded the Art Prints and Cake pans and continued weeding Mysteries.

H. Upcoming events

- June 13 at 10:30 a.m.: Morning movie in the Meeting Room.
- June 13 at 1:30 to 3:00 p.m.: Open LEGO Build for all ages. LEGOs provided-- please do not bring LEGOs.
- June 19 at 10:15 a.m.: Genealogy Club meeting in the Heritage Room.
- June 19 at 10:30 a.m.: Join the Science Center of Iowa on an exhilarating adventure through the world of science with Kablooney! Together, library staff explore air pressure, sound waves and how things fizz, bubble and pop through a variety of exciting experiments. Plus, you'll learn some safe science that you can do in your own backyard. Suggested for ages K and up; no sign-up is needed. This program will be held in the Library Meeting Room.
- June 25 at 2:00 p.m. and 3:00 p.m.: IPTV's Dan Wardell will present story time at the Joan Kuyper Farver Auditorium in the Community Center Building. Everyone is welcome to attend; no sign-up is needed.
- June 26 at 10:00: Magician Rick Eugene will perform at the Joan Kuyper Farver Auditorium in the Community Center Building. Everyone is welcome to attend; no sign-up is needed.
- June 26 at 12:00 noon: the Brown Bag Book Club will discuss *Call the Midwife* by Jennifer Worth.
- June 27 at 10:30 a.m.: Morning movie in the Meeting Room.

**X. Committee reports:**

- A. Pella Library Board Personnel Committee evaluated the Library Director Wendy Street and suggested a 6.5% salary increase.
- B. Personnel Committee also made recommendation for Mary to continue as president, Rebecca as the Vice President and Praveen as the Secretary.

**XI. Adjournment:** President Mary Barnes adjourned the meeting at 5:26 p.m. The next regularly scheduled Board Meeting is scheduled for July 8.