

**EVANSDALE PUBLIC LIBRARY
MONTHLY BOARD OF TRUSTEES MEETING
MONDAY, MAY 16, 2016**

Call to Order: The meeting was called to order by President Borwig at 6:00pm.

Roll Call: Present: Borwig, Clements, Hansen, Johnson, Kettwig, Miller and Pritchett
Absent: Nichols and Rasanen

Approval of April 18, 2016 Monthly Meeting Minutes: Kettwig moved and Johnson seconded to approve the minutes from the April 18, 2016 meeting. Ayes – 7. The motion carried.

Nichols arrived at 6:03pm.

Approval of bills to be paid in April: Hansen moved and Johnson seconded that we approve the April bills to be paid in May. Hansen asked why the Junior Guild bill was so high. Director Jensen shared it is an annual subscription for the Young Easy, Youth Fiction and Young Adult books. 13 books each month are shipped. The Guild picks the books, but Director Jensen can swap out titles as necessary. We have had the subscription for at least ten years. Ayes -8. The motion carried.

Treasurer's Report: Kettwig read the report. Director Jensen shared we still have \$780 left in books and subscriptions, but she still has two months left to use the money. She does not see it will be a problem to spend it.

Circulation Report: Discussion held regarding online usage numbers which appear to keep rising.

Old Business:

- *Lego Program Update* – The Legos are in. Director Jensen has advertised for a volunteer to help with the program, but no one has shown interest. Director Jensen shared she has contacted the Poyner Principal, Hawkeye and UNI Child Development programs, and had heard nothing back from any of them. Director Jensen shared at this point it will be difficult to start up the Lego Program before the Summer Reading program because they would be utilizing the same space. She will continue to look for a volunteer to head the program after the Summer Reading program.
- *Open Access Expenditure Ideas* – Director Jensen shared she does not like any of the signage she has been able to find. She will continue to look, but asks that we use the available Open Access monies for something else. Many items were discussed and it was decided Director Jensen would order Royal Blue Bags for patrons, acrylic cubes for the Lego Program as display cases, and whatever remains from the \$1,422 open access monies, she was given authority to spend on e-books/audiobooks. Johnson moved and Nichols seconded. Ayes – 8. The motion carried.

New Business:

- *Carpet Cleaning* – Director Jensen shared the Water Works plans to clean their carpets. The City of Evansdale is not at this time. She noted that the carpets were cleaned this time last year and the library's portion was \$165. Director Jensen asked if the Board was interested in cleaning the library's carpets, and if so, asked for permission to close the library on Saturday, May 28th, so the carpets would have time to dry. It was decided that the carpets should be cleaned, but an extended 3 day weekend should not be necessary. Director Jensen was directed to get carpet cleaning prices from other vendors such as Harris and Mr. Carpet, and report at the next meeting. If a successful price is found, the Library Board would authorize the Library to close on Community Day – July 30th for drying.

- *Evansdale Community Days* – Director Jensen and the Asst. Director will come up with a table top idea for the Community Days event. The family type activities will be located in the plaza along Lafayette. Hansen made the motion and Pritchett seconded to close the library during Community Days. Ayes – 8. The motion carried.

Discussion:

- Director Jensen shared a letter she had received from a patron thanking Anne for the nice job she does. The patron felt she had her own “personal” librarian. Hansen asked if a report could be made regarding the content in the new e-book/audiobook database. He’s interested in knowing how many of the items are term versus “forever” owned books. Director Jensen said since it’s all relatively new she wasn’t too familiar with the reports yet, but she could try to find out that information. Nichols thought that getting something quarterly would be a good idea.

Adjournment: There being no further business the meeting was adjourned at 6:45pm.

Respectfully submitted,

Jan Nichols, Board Secretary