

Fort Madison Public Library Board of Trustees

Minutes of the regular meeting held June 21, 2012, 5:30 p.m. in the Sheaffer Memorial Meeting Room at the Fort Madison Public Library.

Present: Sharon Groene, Gerri Davis, Andy Walljasper, Ron Welder, Mary Kay Moline, Russ Savage, Jane Sanford, Linda Beck and Kevin Rink

Excused Absences: Phil Hecht

Staff Present: Sarah Clendineng (Library Director)

The meeting was called to order with a quorum present by President Sharon Groene at 5:30 pm.

Approval of agenda: Motion to approve the agenda – Walljasper; 2nd – Welder. Carried Unanimously.

Public Comments: There were no spoken or written public comments.

Approval of minutes: Motion to approve the minutes of the May 17, 2012 – Beck; 2nd – Welder. Carried Unanimously.

Corresponding Secretary: No correspondence.

Approval of Bills: Motion to approve June 2012 bills – Walljasper; 2nd – Davis. Carried Unanimously.

Director's Report: In addition to the attached report, the library board instructed the director not to leave the budget at approximately \$4500 surplus but to spend as much of that as possible before the end of the year on necessary library supplies such as craft materials and books.

Committee Reports:

Building Committee: The following issues were reported by the building committee to be addressed: fluorescent light by special collections room, the handicapped doors at the front don't seem to be working, there are gutters on the east side of the building that are flattened and foreshortened, the rocks in the parking area need to be weeded.

Program Committee: The programming committee met and discussed some good ideas including programming such as computer help, memoir writing and a holiday cookie swap. It was suggested that we create a display of local recommendations beginning with books suggested by library board members.

New Business:

Approve 2012-2013 library holidays and closings:

- i. Independence Day – Wednesday, July 4
- ii. Labor Day – Monday, September 3
- iii. Columbus Day – Monday, October 8 (Staff Development/Work Day)
- iv. Veteran's Day – Monday, November 12
- v. Thanksgiving – Thursday, November 22
- vi. Christmas Eve – Monday, December 24
- vii. Christmas Day – Tuesday, December 25
- viii. New Year's Eve – Monday, December 31
- ix. New Year's Day – Tuesday, January 1

x. President's Day – Monday, February 18 (Staff Development/Work Day)

xi. Good Friday – Friday, March 29

Motion to approve the proposed list of holidays and closings – Beck; 2nd – Walljasper. Carried unanimously.

Meeting adjourned at 5:55 p.m. The next meeting will be July 19, 2012, 5:30 p.m.