

Fort Madison Public Library Board of Trustees

Minutes of the special meeting held September 11, 2012, 5:30 p.m. in the Sheaffer Memorial Meeting Room at the Fort Madison Public Library.

Present: Sharon Groene, Gerri Davis, Jared Reed, Ron Welder, Mary Kay Moline, Russ Savage, Phil Hecht.

Excused Absences: Linda Beck, Jane Sanford

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 amended to remove item X. Training – Reed; 2nd – Welder. Carried Unanimously.

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

Approval of minutes: Motion to approve the minutes of the July 19, 2012 – Welder; 2nd – Hecht. Carried Unanimously.

Corresponding Secretary: No correspondence.

Approval of Bills: Motion to approve August and September 2012 bills – Hecht; 2nd – Reed. Carried Unanimously.

Director's Report: See attached report.

Committee Reports:

Building Committee: The weeds are still a problem. The director will call Mike Hellige as he was supposed to be by last week.

Program Committee: The library has received a grant for “Smart Investing @ Your Library” which will take place in January.

New Business:

Discussion and possible action on out of state Inter library Loan - After Sep. 1, the state library will be limiting out of state inter library loan requests to 20 per library per year. Last year, we had 48. The library director would recommend allowing out of state inter library loan solely for city or library purposes. Library board members were of the opinion that, since we're here to serve the public, we should maybe not reserve all of these for city purposes but reserve a few and then use out of state requests until we have met the quota. The director's concern with this is the employees who will have to explain to patrons why they are not longer able to get materials from out of state if the quota is met before the end of the year. The director was requested to get the numbers of out of state requests from patrons versus for city purposes and the item was tabled until the October meeting.

Discussion and possible action on adjusting library hours - The library director would recommend adjusting library hours beginning after Monday October 1 such that the library closes at 5pm on Fridays and is open on Saturday from 10 am to 3 pm. Motion to adjust library hours – Welder; 2nd – Reed. Carried Unanimously.

Meeting adjourned at 6:00 pm. Next meeting October 18, 2012.