

Fort Madison Public Library Board of Trustees

Minutes of the regular meeting held May 15, 2014, 5:30 p.m. in the Sheaffer Memorial Meeting Room at the Fort Madison Public Library.

Present: Sharon Groene, Jared Reed, Ron Welder, Anne Heitz, Jane Sanford, Linda Beck.

Staff Present: Sarah Clendinning (Library Director)

Excused Absences: Gerri Davis, Mary Kay Moline, Phil Hecht and Mark Lair.

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 – Reed; 2nd – Beck. Carried Unanimously

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

Approval of minutes: Motion to table approval of minutes until next meeting due to confusion of names – Reed; 2nd – Welder. Carried Unanimously.

Corresponding Secretary: A thank you note was sent to the Hellman Fund for their donation to the library through the North Lee County Community Foundation.

Approval of Bills: Trustee Welder inquired if the heating issues are resolved. They are and the final bill reflects the costs to us. The biller didn't charge for some of the times they came out because the wrong part was ordered or received. Motion to approve the May 2014 bills – Welder; 2nd – Reed. Carried Unanimously.

Director's Report: There was an error in the attached director's report. Vacation was requested for June 3, it should have been June 13. It was recommended that the director check with the city about insurance covering the replacement of the Universal Power Supply.

Committee Reports

Building Committee: The study rooms are progressing nicely. The director discussed the planter with the Public Works director, Larry Driscoll. He recommends leaving the front wall and just taking down the side and removing the dirt. This would give us some exterior storage and leave us a place to have a sign identifying the building.

Program Committee: We will be hosting a program in cooperation with the Girl Scouts celebrating the birthday of Juliet Gordon Lowe, the founder of the girl scouts. We'll be trying a Saturday activity for this and see how it goes.

New Business

Presentation of LibraryAware: Since we have to do two presentations to spend funds out of the special endowment fund the director wanted to present this at this meeting, though she is also asking the Friends of the Library to support this. LibraryAware is a library specific marketing toolkit that provides templates for posters, shelf talkers and bookmarks as well as the ability to create automated e-newsletters. There is also a large gallery of images available to help make more professional looking handouts. The cost for one year would be \$1,264 which works out to about \$105/month, less than what we're currently paying for newspaper ads.

Motion to adjourn until the next meeting June 19, 2014, 5:30 pm Fort Madison Public Library –Welder; 2nd – Beck. Meeting adjourned at 5:50 pm.