

## Fort Madison Public Library Board of Trustees

Minutes of the regular meeting held June 21, 2018, 5:30 p.m. in the Sheaffer Memorial Meeting Room at the Fort Madison Public Library.

Present: Candice Smrt, Ron Welder, Anne Heitz, Phil Hecht and Fred Winke.

Excused Absences: Jean Hoffmeister, Sharon Groene and Samantha Lang.

Unexcused Absences: Brenda Graham.

Meeting was called to order with a quorum present at 5:30.

A motion to approve excused absences was made by Heitz; 2<sup>nd</sup> – Winke. The motion carried unanimously.

A motion to approve the agenda was made by Hecht; 2<sup>nd</sup> – Heitz. The motion carried unanimously.

Public Comments: There were no public comments.

Approval of Minutes: Motion to approve the minutes of the May 17 meeting – Heitz; 2<sup>nd</sup> – Winke. Carried unanimously.

Correspondence: No correspondence.

Approval of Bills: Motion to approve the June 2018 bills – Winke; 2<sup>nd</sup> – Heitz. Carried unanimously.

Director's Report: In addition to the attached report, the director received a call on Wednesday from the Lee County Charitable Fund that our grant for four new computers was approved. Thank you to Trustee Heitz for helping to fine tune the grant request. Also, in the Lee County Joint Projects fund, there was about \$1600 left at the end of the year. Some of this has been spent on extra summer reading prizes for adults. Our adult participation this year has been about triple previous years. We are also using some to purchase a computer for the new microfilm machine in the genealogy room.

### Unfinished Business:

#### Mitigating climbing on front of building:

The director included a photo shopped picture of an approximation of what a fence in front of the planter might look like. If the color can come close to matching the trim, it doesn't seem to be excessively obvious. Trustee Smrt inquired if we have had recurring incidents now that school is out and the director is not aware of any. Trustee Smrt also likes the sign on the door about video surveillance.

Trustee Heitz inquired about a cut out in the fence for the library sign letters. The director replied that this has been mentioned and her only concern is that it would give someone a way to step up and maybe hoist themselves to the top of the fence. Trustee Welder suggested pursuing costs and then bringing it up again for discussion. The director asked about suggestions for where to go to pursue costs. Trustee Welder suggested asking other city departments. The director will do this. Trustee Heitz recommended talking to Building Materials. The director will pursue cost estimates for discussion at the July meeting.

New Business:

End of Year Budget:

The director estimates that we are currently \$4,000-\$8,000 under budget. Trustee Welder expressed that he would prefer to end the year at 0. The director replied that while she understands that, the library is part of the general fund so any money we don't spend, it doesn't just disappear, it goes back to the general fund to help with future expenses and large projects, such as the library needing to replace its HVAC system. Trustee Heitz inquired about future budget cuts due to underspending. The director replied that she isn't worried about this with the current numbers. Especially this year, a lot of the savings are coming from electric costs because the parts of the HVAC system we have already replaced seem to be running more efficiently. We would be closer to \$0 without that. Also, in the last month, based on the budget numbers, the director made sure to spend all of the funds in the library materials line item, actually going slightly over so when we do budgeting for next year, it will be seen that we do need all of that money for library materials. Trustee Welder expressed that he would prefer to see that we've underspent due to utility savings than not buying materials. He does see both sides, yes we do have ways to use the \$8,000 to benefit the public but he also understands helping the general fund.

Trustee Training: The director summarized information from the Board Recruitment webinar from the state library. See attached handout.

Motion to adjourn the meeting until July 19 , at 5:30 pm – Hecht; 2<sup>nd</sup> – Winke. The motion carried unanimously. Meeting adjourned at 6:00 p.m.

Other discussion:

Trustee Welder was contacted by the head of the music education department at the University of Iowa and she is doing a paper, which she hopes to turn into a book, on the history of music in corrections, especially the big band era and before that. Trustee Welder referred her to the library and the Presidio collection (the prison magazine running from the 50s to the 70s). She called back yesterday and commended Ron on the assistance she received from the library and how impressed she was with our collection.