

Fort Madison Public Library Board of Trustees

Minutes of the regular meeting held September 20, 2018, 5:30 p.m. in the Sheaffer Memorial Meeting Room at the Fort Madison Public Library.

Present: Sharon Groene, Don Edwards, Candice Smrt, Anne Heitz, Samantha Lang, Phil Hecht, Ron Welder, Jean Hoffmeister and Bob Morawitz.

Excused Absences: Fred Winke.

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

A motion to approve excused absences was made by Hoffmeister; 2nd – Smrt. The motion carried unanimously.

A motion to approve the agenda was made by Welder; 2nd – Lang. The motion carried unanimously.

Public Comments: There were no public comments.

Approval of Minutes: Motion to approve the minutes of the August 16 meeting – Hecht; 2nd – Hoffmeister. Carried unanimously.

Correspondence: There was no correspondence.

Approval of Bills: The director added that the city finance clerk discovered a couple of areas where we shouldn't be paying sales tax so those amounts are lower than on the bills report. Trustee Groene inquired about the bill to Record Automatic doors. She indicated that it seems like we have a lot of problems with our automatic doors. The director replied that the current bill is for annual maintenance. Trustee Groene also inquired about the pencils. The director replied that those were a donation and we will be reimbursed for them. Motion to approve the September 2018 bills – Welder; 2nd – Edwards. Carried unanimously.

Director's Report: The director made a correction to the written report. The Anime Club and Thursday Crafternoon kids have changed their plans and, instead of a Halloween breakout room, they are doing a haunted house again for beggar's night, this year. However, as we have Duffy Hudson coming as Edgar Allen Poe on November 1, the library will be hosting an Edgar Allen Poe themed escape room on October 25. The director also demonstrated how the hotspots work.

New Business:

Lee County Advisory Board Reminder: Update on the advisory board meeting, the time has been changed from 7:00 to 7:30 it is an open meeting and anyone is welcome to come next Tuesday.

Closing the library at 6:00 on Thursday, October 4: The director asked to close an hour early due to employees attending ILA and having better coverage for employee safety. Motion to approve schedule change – Welder; 2nd – Hoffmeister. Carried unanimously.

Library Director Evaluation: The library board discussed the director's evaluation and president Sharon Groene shared the joint report with the director.

Motion to adjourn the meeting until October 18, at 5:30 pm – Lang; 2nd – Welder. The motion carried unanimously. Meeting adjourned at 6:40 p.m.