

Fort Madison Public Library Board of Trustees

Minutes of the regular meeting held March 21, 2013, 5:30 p.m. in the Sheaffer Memorial Meeting Room at the Fort Madison Public Library.

Present: Jared Reed, Ron Welder, Mary Kay Moline, Phil Hecht, Jane Sanford

Staff Present: Sarah Clendineng (Library Director)

Excused Absences: Kevin Rink, Gerri Davis, Sharon Groene, Russ Savage, Linda Beck

The meeting was called to order with a quorum present by President Pro Tem Ron Welder at 5:30 pm.

Approval of agenda: Motion to approve the agenda – Hecht; 2nd – Reed. Carried Unanimously.

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

Approval of minutes: Motion to approve the minutes of the January 17, 2013 meeting – Hecht; 2nd – Moline. Carried Unanimously.

Corresponding Secretary: No report.

Approval of Bills: Motion to approve March bills – Reed; 2nd – Moline. Carried Unanimously.

Director's Report: In addition to the attached report, the director shared that she presented the summer reading grant request to United Way last week. Also, the Cat in the Hat program with Duffy Hudson was fantastically successful with 59 people in attendance. Trustee Welder encouraged the alarm situation to be resolved as soon as possible.

Committee Reports:

Building Committee: It was mentioned that there is a hose on the sidewalk on the east side of the building. The director will look into that.

Program Committee: The committee has not met but the library has two upcoming programs for adults, we will be screening the movie “Green Fire” about Aldo Leopold and hosting a live stream of Dan Brown talking about his new book, “Inferno”.

Old Business

Review supplemental pay policy for use of funds donated from the Richard and Vivian Mershon Trust: The director adjusted the language slightly from the last meeting to make it a little clearer. Also, recommends that the disbursement be based on the money in the fund at the beginning of July 1, coordinating this with our calendar year. Motion to approve the proposed policy effective July 1, 2013 – Reed; 2nd – Moline. Carried Unanimously.

New Business

Board Member to Replace Russ Savage: The following names were suggested to replace Russ Savage, Brian Mendez and Vernon Windsor.

Nomination of Officers: The following people were nominated for officer positions:

President – Sharon Groene

President Pro Tem – Ron Welder

Corresponding Secretary – Mary Kay Moline

Motion to approve nominations pending acceptance by all nominees – Hecht; 2nd – Sanford. Carried Unanimously.

Review Meeting Room Policy: The director recommends amending the meeting room policy to remove limits on businesses because it can be hard to determine who should be charged as a business and who should not. Also, as there are few meeting spaces in town like the library meeting room, it seems to be somewhat punitive on small businesses. People running small businesses use other library resources without being charged for them beyond what we charge all patrons, it seems unnecessary to charge them for the meeting room. The current restrictions on prohibiting money from changing hands on the premises will limit the types of business it can be used for and the restrictions we have on reservations for everyone will prevent one group from monopolizing the room.

Trustee Reed asked about how much of the money collected goes to maintaining the room. The director explained that the deposit is returned if they clean up after themselves, the fee we collect from businesses would actually go to the city.

Trustee Hecht asked about the limit on the number of reservations scheduled at one time. The director responded that this is in place to prevent one or two groups from monopolizing the room. It has also had the effect of limiting use by local clubs for regular meetings. We have made a couple of exceptions for the blood bank and the North Lee County Community Foundation but both of these groups use the room first thing in the morning when we have almost no demand for the facility.

Trustee Reed asked about someone who is making money, even if they're billing later, and pointed out that there is a cost to the library of maintaining the building and there is a cost for utilities and maintenance. Possibly the application form to use the room could be expanded to include questions about what purpose the room is being used for. The director replied that her concern is the need to enforce this consistently and that is where it gets tricky.

Motion to accept meeting room policy as proposed by director – Reed; 2nd – Hecht. Carried Unanimously.

Meeting adjourned at 6:07 pm. Next meeting April 18, 2013 at 5:30 pm.