

## Fort Madison Public Library Board of Trustees

Minutes of the regular meeting held April 18, 2013, 5:30 p.m. in the Sheaffer Memorial Meeting Room at the Fort Madison Public Library.

Present: Jane Sanford, Sharon Groene, Phil Hecht, Mary Kay Moline, Jared Reed, Linda Beck

Staff Present: Sarah Clendineng (Library Director)

Excused Absences: Kevin Rink, Gerri Davis, Ron Welder

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; 2<sup>nd</sup> – Sanford. Carried Unanimously.

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

Approval of minutes: Motion to approve the minutes of the March 21, 2013 meeting – Hecht; 2<sup>nd</sup> – Moline. Carried Unanimously.

Corresponding Secretary: Mary Kay Moline will send a thank you note to Russ Savage for his time of serving on the board.

Approval of Bills: Expenditures were up slightly this month because we renewed our magazine subscriptions. Also, we spent some funds on new end panel displays and two bookshelves for the teen graphic novel section. Motion to approve April bills – Sanford; 2<sup>nd</sup> – Beck. Carried Unanimously.

Director's Report: In addition to the attached report, the director invited board members to attend the annual North Lee County Community Foundation luncheon on May 15.

Committee Reports:

Building Committee:

Program Committee:

New Business

Election of Officer: The proposed officer slate is:

President – Sharon Groene (pending acceptance)

President Pro Tem – Ron Welder

Corresponding Secretary – Mary Kay Moline

Motion to approve the proposed slate of officers – Reed; 2<sup>nd</sup> – Beck.

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; 2<sup>nd</sup> – Sanford. Carried Unanimously.

Budget Amendments: These are amendments to our special funds. We have the money in these funds but we did not budget for these expenditures. With the exception of the Leland Fehr account, all of this

work has been completed or products paid for.

- i. Leland Fehr – increase expenditures of miscellaneous contract work from \$1,200 to \$1,500 to accommodate window washing in May and grounds maintenance in May and June
- ii. Library Gifts – increase expenditure for Office Supplies from \$0 to \$100, increase expenditures for Misc Commodities from \$0 to \$5,000 (summer reading and children's activities supplies as well as signage and new bookshelves for teen area)
- iii. Library Remodeling – increase expenditures for contract work from \$1,000 to \$6,500 for repair to bathroom floor.

Motion to accept budget amendments as proposed by director – Reed; 2<sup>nd</sup> – Hecht. Carried Unanimously.

WILBOR agreement for the coming year: This is the contract that we use to supply e-books and e-audiobooks. Patrons really enjoy this service, the director has helped at least two people with their devices in the last week. The cost for this service is about \$1,300 annually. The biggest complaint we are receiving is that popular titles have long waiting lists. There is a program we can enroll in to purchase titles specifically for our patrons. They have periodic enrollment specials for that program and I am waiting for the next one to come around before enrolling.

Motion to approve the WILBOR agreement for the coming year – Reed; 2<sup>nd</sup> – Beck. Carried Unanimously.

Other Business: There was discussion of the availability of digital newspapers and magazines. The director is not currently aware of a library lending option for these but will keep an eye out for it.

There was further discussion of new members. Linda Beck will ask some of her acquaintances. The director will try to be alert for potential board members in library users.

Adjourned 6:00. Next Meeting May 16, 2013, 5:30 pm Fort Madison Public Library