

Fort Madison Public Library Board of Trustees

Minutes of the regular meeting held October 24, 2013, 5:30 p.m. in the Sheaffer Memorial Meeting Room at the Fort Madison Public Library.

Present: Sharon Groene, Gerri Davis, Jared Reed, Phil Hecht, Jane Sanford and Linda Beck

Staff Present: Sarah Clendineng (Library Director)

Excused Absences: Mary Kay Moline, Ron Welder, Anne Heitz and Travis Seidel.

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 approve the minutes of the September 26 meeting – Reed; 2nd – Davis. Carried Unanimously.

Corresponding Secretary: There was no correspondence this month.

Approval of Bills: President Groene asked about the phone bill. This is the monthly amount and it is about the same this month as usual.

Motion to approve the September 2013 bills – Hecht; 2nd – Reed. Carried Unanimously.

Director's Report: President Groene was pleased with the attendance at Curt Strutz's program. The director reported that both the ILA conference and the AliCE training were excellent. The library employees will be discussing the training more at tomorrow morning's staff meeting. The library didn't have to close because there were two sessions and the library employees cycled through. The training was for city hall, fire and police departments as well. The director highlighted some aspects of the annual report. Under operating income, the "total non-governmental operating income" represents the gifts the library receives and last year it was very high, about \$78,000, due to two large, unexpected donations. The year before, however was \$28,000. The director went back and looked and, over the last 6 years, it has probably averaged \$30,000 but that's ranging from \$17,000 to \$78,000. This really isn't income we can count on, though it has been, somewhat, steadily increasing. This money is used to supplement government income and allows us to put on special programs, like the recent Curt Strutz program and add additional materials to the library collection. For collection expenditures, the goal is to spend 10% of the total income on the library collection and last year we were at 9.7%. The library circulation has been dropping a little the last couple of years. We are still significantly higher than we were at the Cattermole building. This number does include electronic circulation so e-books aren't the whole explanation. Trustee Beck suggested we may be losing some readers to cheap e-books from amazon. Trustee Hecht further mentioned that the internet makes it easy to find a significant amount of content for free. The director was pleased with our program numbers from last year, we had more programs than the previous year and attendance increased by about 500. The library is still getting used which allays some concerns about the slight drop in circulation. Trustee Beck mentioned that the monthly statistics for September were very good, especially children's circulation.

In addition to the attached report, the director mentioned that library employees and volunteers will be using name tags. The city is providing them at no cost thanks to Southeast Iowa Regional Planning.

Committee Reports

Building Committee: No Report

Program Committee: No report.

Other Business:

Trustee Hecht mentioned that Siemen's would be featured on 'How It's Made" on the Science channel.

Trustee Hecht also mentioned that their might be opportunity to request funding from the Iowa Fertilizer Company. They donated to the Rec Plex and are very interested in being part of the community.

Motion to adjourn until the next meeting November 21, 2013, 5:30 pm Fort Madison Public Library – Reed; 2nd – Beck.