

Fort Madison Public Library Board of Trustees

Minutes of the regular meeting held June 23, 2015, 5:30 p.m. in the Sheaffer Memorial Meeting Room at the Fort Madison Public Library.

Present: Sharon Groene, Candice Smrt, Brenda Graham, Ron Welder, Anne Heitz, Chad Cangas and Larry Wright (by phone)

Staff Present: Sarah Clendineng (Library Director)

Excused Absences: Phil Hecht, Linda Beck and Fred Winke

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

Motion to excuse absences of Phil Hecht, Linda Beck and Fred Winke – Welder; 2<sup>nd</sup> – Graham.

Motion to approve the amended agenda placing New Business after the Approval of bills and before the Director's Report - Welder; 2<sup>nd</sup> - Graham. Carried Unanimously

Public Comments: No public comments

Approval of minutes: Motion to approve the minutes of the May 21 meeting, adding City Manager Dave Varley as a guest - Graham; 2<sup>nd</sup> - Smrt. Carried Unanimously.

Corresponding Secretary: No correspondence.

Approval of Bills: Trustee Groene asked about the World Book encyclopedia, wondering if it was a print edition. The director explained that it was. The library tries to get one every other year with the most recent edition for use only within the library and the older edition circulating. Motion to approve the June 2015 bills – Graham; 2<sup>nd</sup> – Welder. Carried Unanimously.

New Business:

End of year budget discussion: The director estimates that we will be \$2500-\$4000 under budget based on current bills. The final payroll numbers won't be available until Friday afternoon. Money not spent does go back to the general fund and not spending all of the money budgeted for the library does help the library in the long run as it helps to build a cushion the city relies on to deal with emergencies or unexpected funding short falls. Trustee Welder wondered if the budget could be spent any farther down before the end of the year. The director doesn't think so since we won't have the final payroll numbers until Friday, June 26. An estimate can be made based on previous payrolls but not an exact amount. No action was taken on this item.

Trustee Welder left the meeting due to the need to be at another city meeting.

Director's Report: In addition to the attached report, there was discussion about the stained ceiling tiles. The director will ask Larry again if he can send a couple of people over to trade them out. The director will also be contacting Dave Schlembach again next week to discuss the doors on the meeting rooms and the roof situation.

Motion to adjourn – Heitz; 2<sup>nd</sup> – Graham. Meeting adjourned at 5:40 pm.

Next meeting Thursday, July 16, 2015, 5:30 pm Fort Madison Public Library.