

MINUTES

ROLL CALL: Fern Kaufman, Diane Leja, Martha Muellenberg, Greg Redlin, Kelsey Collier-Wise, Gabrielle Strouse

OTHERS PRESENT: Daniel Burniston,

On a motion by Collier-Wise, seconded by Redlin, the minutes of the June 15, 2017 meeting were approved. All present voted aye.

The reports of the director were reviewed and discussed. On a motion by Leja, seconded by Collier-Wise, the reports were accepted. All present voted aye.

On a motion by Collier-Wise, seconded by Muellenberg, the June proposed expenditures were approved. All present voted aye.

REPORTS:

Foundation –The library is continuing to work with the Foundation on technology updates at the library. Installation of the high definition television purchased for the Kozak Room by the Library Foundation is being coordinated with the City Street Department. Currently we're waiting on the cabinet and to arrive and a good time slot for Street Department Staff to work in the room. Five replacement PCs are on order. We're continuing to look at local options for the donor wall and for tablets/laptops for in library use. The June 16th Books & Brews event went well, attendance was good, music was excellent – a video is available on the Library's Facebook page.

Greg Redlin noted the desirability of further collaboration between the Library Board and Library Foundation, especially in terms of strategic planning. During the discussion that follow, the library board agreed that more regular meetings between the Library Board and The Library Foundation would be beneficial. It was also noted that it would be beneficial for the Library Board to see Financial Statements from the Foundation, so the Board had a better understanding of the resources at the Foundations disposal.

Friends – The June book sale total was \$616.75. No book sales will be held in July and August. The Friends have been doing a lot of sorting of donated materials, and are organizing materials onto the new storage shelving added in the basement. Books sales will resume in September as normal on the first Friday and Saturday of the month.

OLD BUSINESS:

The library has obtained one AT&T mobile hotspot for testing, to see how it compares with our current Verizon ones. Terms of use are very similar, but AT&T indicate they do not have any data limits, slowdowns or throttling. It's currently checked out to a county patron for testing connectivity, speed and usability.

Board members discussed the trial of the EBSCO product NovelList. After the initial trial, and based on feedback from staff, patrons and board members the library is interested in this product, but is working to determine which subscription options may be the best fit for the library. The Library Director is trying to solicit feedback from the School District on how useful they feel the K-8 module would be to them. The purchase of this electronic resource would fit within the library materials budget for 2017 and proposed budget for 2018. The Library Director answered board members question and demonstrated how the product would work in conjunction with the library's public access catalog.

NEW BUSINESS:

The Library Director provided an update on the status of activities in the Youth Room. The installation of six additional computers has helped avoid many of the issues, except at peak times, with younger patrons in the Technology Center. We've had a greatly reduced number of complaints regarding younger patrons noise and activities. As we move into the final phase of the summer we have seen an increase in use of bad language, running, wrestling, inappropriate music, food and inappropriate toys in the Youth Room. One youth was asked not to return to the library for two weeks, while another was referred to VPD regarding some stolen headphones. Staff has stepped up the frequency of Youth Room walk throughs throughout the day. Staff have been regularly reminding Youth Room users of appropriate behavior. Youth Room users not complying with library staff requests have been denied extensions of computer session times or ask to leave for the day. Youth Room users have be alerted that if behavior does not improve the library may look at other options including reduced session time, computer time limits, or temporary Youth Room closings.

The library director alerted the library board to the unusually high gas bills. MidAmerican energy indicated no concerns regarding meeting reading accuracy. The issue is being investigated further with Johnson Controls, who are checking on the boiler and HVAC setting and operations. We are currently waiting to see what the current month's bill comes in at to see if the pattern corrects itself.

The Library Board reviewed the 2017 revised budget and 2018 proposed budget. The Library Director met with the City Manager and City Finance Office on July 10th to discuss the budget and answer their questions. The Library Director answered board members question regarding the budget and the budget process. Additional changes since June included the revision of the Gas line 2840 from \$5,000 to \$7,000 for 2017 and 2018 due the issue noted in the previous agenda item. The 3500 Foundation line was revised to \$25,000 for 2017 to account for money already spent by the library Foundation and Friends Groups in support of the library. For the Library Fund, the Refunds and Other Revenues line was revised from \$3,300 to \$5,000 to reflect the recent income under this category.

There is no regular August Library Board meeting, Library Board members are encouraged to attend the City Council Budget Work session where the library's 2017 revised budget and 2018 proposed budget will be reviewed. The schedule had not be finalized but the library should be on either Aug 10th or Aug 15th during the 5pm—9pm time slot.

The next meeting will be September 21st, 2017 at 12:00pm.

On a motion by Leja, seconded by Collier-Wise, the meeting was adjourned at 1:17 pm.

Respectfully submitted,

Daniel Burniston
Library Director