

ROBERT W. BARLOW MEMORIAL LIBRARY BOARD OF TRUSTEES
MINUTES
MONDAY, FEBRUARY 1, 2016 5:15 P.M.

Board of Trustees president, Brad Cutler, called the meeting to order at 5:15. Board members present were: Mike Rottink, Jerry Lehtola, and Dawn Parker. Erin Andrews was also present. Ruth Allen, Janice Hanus, and Kelly Newgaard were absent.

The agenda for the meeting was presented and approved. (Lehtola/Rottink)
The minutes of the last meeting were approved. Jerry Lehtola moved to approved the minutes, and the second came from Mike Rottink. The minutes of the January meeting were approved as presented.

The bills from the past month were presented for Board's review. Jerry Lehtola moved and Mike Rottink seconded approval of the bills.

The Director's Report to the Board was presented. The gift Account balance is \$85,536.68. The circulation report showed the greatest number of patrons since June, 2013. Our budget request was approved at the recent Council meeting with a \$2,000 increase. The baby station has been installed. The ice skates are not yet at the library for public use and check out. Erin reported on staff vacation days, staff reviews, and a 'staff day,' when the library will be closed. Our website may be updated through a company, Practical Promotions, if Erin feels they are able to meet our needs.

There was no input from the public at the meeting.

The Friends report to the Board was included in the Director's report. The group is looking into the TV purchase for a television on a cart for the library. Winterfest was held this past weekend.

The Board discussed the Confidentiality Policy of the Barlow Memorial Library. Erin reviewed the policy, as it currently stands. The Board approved the policy as it was presented. (Jerry Lehtola moved, Brad Cutler seconded.)

Erin Schmitt will be our new Board member.

Jerry Lehtola moved to adjourn. Mike Rottink seconded. The motion carried. The meeting adjourned at 5:45.

Submitted by Dawn Parker