

ROBERT W. BARLOW MEMORIAL LIBRARY BOARD OF TRUSTEES
MINUTES

Monday, January 9, 5:30 P.M.

Janice Hanus called the meeting to order at 5:35. Board members present were: Jerry Lehtola, Rachel Lewey, Janice Hanus, Erin Schmidt, and Dawn Parker. Erin Andrews and Brad Cutler were also present.

The agenda for the meeting was presented and approved. The discussion of holiday dates for 2017 was added to the agenda for the meeting. (Lehtola/Lewey)
The minutes from the December meeting were approved as written and presented. (Lewey/Lehtola)

The bills from the past month were presented for the Board's review. Lehtola moved to approve those for payment, and Schmidt seconded approval of the bills.

The Monthly Report and the Director's Report to the Board were presented.

*Many areas of circulation were down. However, the ice skate check-out is doing well. The Boat Club is publicizing the library very well to let the public know where the check out is available.

*Staff/employee reviews have begun and will continue. A 'staff work day' will be held this spring.

*The gift account balance is \$83, 954.83.

*Very few maintenance issues have been of concern. Mike Carson was here to work on some lighting issues.

*\$6,000 for staff computers was approved by the City Council.

*A cell phone charging might be possible with matching funds from the Friends group and a grant Erin is considering applying for.

*The children's movies were successful and might be continued next year. Lego Club and Story Time are on a break. Yoga is continuing, as is the Writers' Group.

The Friends report to the Board was included in the Director's report. They are currently preparing for the annual WinterFest event.

There was no input from the public at the meeting.

The Long Range Plans for the Barlow Library were approved as Erin presented them. (motion by Parker, second by Lewey) These plans will be reviewed yearly, most likely in December.

The dates for closing the library in the coming year were discussed. The following days will be designated as 'Holiday Days' when the building will be closed: 1) close early on July 3, 2017 @ 5:00, and remain closed all day July 4, 2017, 2) close on Wednesday, November 22 @ 5:00 and remain closed Thanksgiving and Friday, November 24, 3) be closed all day December 24 and 25, 2017, 4) be open December 31, 1:00-5:00 and be closed all day on January 1, 2018. The plan for the 'Holiday Days' was put into a motion by Parker and the second came from Cutler. This plan was approved by the board.

The library will be closed February 20, 2017.

The next meeting will be February 13, 2017 at 5:30.

The meeting adjourned at 6:25. (Lewey - motion. Cutler second)

Submitted by Dawn Parker