

ROBERT W. BARLOW MEMORIAL LIBRARY BOARD OF TRUSTEES  
MINUTES

Monday, June 6, 2016 5:30 P.M.

Board of Trustees president, Brad Cutler, called the meeting to order at 5:30. Other Board members present were: Mike Rottink, Janice Hanus, and Dawn Parker. Erin Finnegan Andrews and Jody Anderson were also present.

The agenda for the meeting was presented and approved. (Parker/Hanus)

The minutes of the last meeting were approved as presented with Brad Cutler moving to approve the minutes, and the second from Janice Hanus.

The bills from the past month were presented for Board's review. The amount of the bill to North Iowa Libraries Collaborating (Beacon Renewal) is considerably less than previous months! Parker moved to approve those for payment, and Hanus seconded approval of the bills.

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

- Many areas of Circulation have shown lower numbers this past month. The bike checkout is beginning to pickup, however.
- Tim Smith will be asked for assistance now with the AED, when Amanda is also available for the training.
- The gift Account balance is \$84,447.44.
- Few maintenance issues needed assistance this month.
- Erin has completed her work for her necessary certification
- The gas line to the library needs attention, as indicated in a letter from Alliant Energy. Iowa Falls Heating will repair it and wrap where necessary.
- Erin showed the new logo for the website and other publications.

The Friends report to the Board was included in the Director's report.

- The group elected new officers for the next year. Susan Buckel will serve as president, Dee Dolan will serve as vice-president, Amy Stephenson will be the secretary, and Ruth Ann Campbell will continue as the treasurer.
- Denny Saltzman has been hired to help with some landscaping around the building.

There was no input from the public at the meeting.

- The Board discussed having a policy for proctoring exams. The board reviewed the printed copy Erin presented. It was approved as presented, following a motion by Parker/Hanus second.
- Erin told the Board about a couple requests for the Conference Room and the Community Room. She has the option of determining the rental procedures, as permission is granted by the Board, using her best judgement.
- Erin expressed some concerns over the purchase of books and wanted direction from the Board as to their place in the library. The content can be viewed as controversial (LGBT), and she wanted opinions on circulation of the materials. The Board supported the purchase and circulation of the new materials.

The library will be closed July 4, 2016, and September 5 (Labor Day). The motion, made by Mike Rottink and seconded by Janice Hanus carried.

At the Board's next meeting, July 11, we will hold the election of officers. A time will also be set aside for performance review of the librarian, Erin Finnegan Andrews.

There will be no meeting in August.

The meeting adjourned at 6:30. (Parker motion. Hanus second)

Submitted by Dawn Parker