

ROBERT W. BARLOW MEMORIAL LIBRARY BOARD OF TRUSTEES
MINUTES

Monday, October 2, 2017 5:30 P.M.

Board of Trustees president, Brad Cutler, called the meeting to order at 5:30. Other board members present were: Jerry Lehtola, Erin Schmidt, Mike Rottink, and Sarah Gilbert. Also present were Erin Finnegan Andrews, library director, and Jody Anderson, Iowa Falls city manager.

The agenda for the meeting was presented and approved. (Lehtola/Schmidt)

The minutes of the last meeting were approved as printed. (Gilbert/Cutler)

The bills from the past month were presented for Board's review. The Church Women United's fall distribution was \$300 towards kids programming. A gift was received from the Connie Ellingson Memorial, with a larger amount going to the Friends group in the future. The library will now receive the Sunday edition of the Washington Post, using gift funds. The Hardin County Library Association reimbursed \$100 for the association banners. Postage costs increased, and the library is paying for Amanda's online Public Library Support class. Approval was given for payment of the bills. (Lehtola/Rottink)

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

*Adult and Young Adult numbers were down a bit in September, but story hour, LEGO club, and yoga programs are all going well. Erin is working on book tubs for the schools and has completed Pineview's so far.

*The door counter has been malfunctioning, so the September patron count is an estimate. Erin is looking into a replacement, with an approximate cost of \$500.

*The Gift Account balance is \$78,411.98

*A landscaper has agreed to trim bushes this fall and is putting together a quote for a service agreement starting next spring.

*The fall author visit has been advertised in the paper, in the Friends newsletter, and in flyers to other Hardin County libraries.

*Erin is waiting to hear back about newspaper digitizing.

*The library will give out candy for the Downtown Trick or Treating, maybe do a story time, and the Friends may give out Halloween books.

*There is a new volunteer for LEGO club.

*The National Able Network contacted Erin with a new person in the area looking for work. Erin will meet them, given that Dave will not likely be returning.

*The bridge ladies from Ashbrook are using the meeting room free of charge due to construction around Ashbrook. The same goes for the Garden Club.

The Friends of the Library have not met since the last board meeting. They will meet next Monday in preparation for the author visit on Tuesday.

Tam Elerding, program director of the Hardin County Community Endowment Foundation, explained the Barlow Memorial Library Endowment to the board. She will provide Erin with a list of past grants awarded to the library. She also suggested putting information in the year-end Friends of the Library newsletter to encourage endowment gifting.

Items for Discussion:

*The deposit for the conference room will be lowered from \$25 to \$10, after losing some rentals.

The community room deposit will remain at \$25. (Lehtola/Gilbert)

*The Collection Development Policy was updated and approved. (Lehtola/Schmidt)

Rottink moved to adjourn. Cutler provided the second.
The meeting adjourned at 6:10.

The next meeting will be Monday, November 6, 2017.

Submitted by Sarah Gilbert