

ROBERT W. BARLOW MEMORIAL LIBRARY BOARD OF TRUSTEES
MINUTES

Monday, December 4, 2017 5:45 P.M.

Board of Trustees president, Brad Cutler, called the meeting to order at 5:45. Other Board members present were: Jerry Lehtola, Mike Rottink, Rachel Lewey, and Dawn Parker. Erin Finnegan Andrews, library director, was also present.

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

The minutes of the last meeting were approved as corrected. (Cutler/Lewey)

The bills from the past month were presented for Board's review. Erin provided information on the various bills from the month of December. Approval was given for payment of the bills. (Cutler/Lewey)

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

* Overall, again, most numbers concerned with checkouts of the collections continue to be fairly consistent with previous months. Patron visit numbers might be up. Our IT guy is going to look into getting a new counter since this counter is the original one.

* The Writers' Workshop continues to meet weekly, averaging 12 people per month.

* The Gift Account balance is \$78,189.41.

* A landscaping company from Hampton did some work around the building, and they will come back in the spring to do more work. They were reasonably priced. We can expect them to begin work in April.

* There were problems with the 3D printer recently. Since it is still under warranty, we have asked for a replacement.

* The full \$28,000 for the purchase of new controllers on the HVAC system was approved at the November City council meeting. Also, \$14,000 of the \$17,000 request was approved for the purchase of new computers for public use.

* Ann Sherve-Ose, a local author, will be at the library for a book talk and signing December 12.

* Popcorn movie dates for children will be three afternoons during the holiday break. Rebecca is working on this.

* The on-going difficulty in obtaining skate guards will soon be taken care of. Those guards need to be available prior to skate checkout.

* Food for Fines will be held again during the month of December.

Erin reported on the Friends group.

* Rebecca is working to line up a performer for the Winterfest weekend. A Vaudeville performer from the Minneapolis area will be here.

There was no input from the public at the meeting.

Items for Discussion:

* Erin had prepared worksheets for the 2018-2019 budget for the board to review. She explained the various line items for discussion. Lewey moved to accept this budget request. Parker provided the second.

Parker moved to adjourn. Lewey provided the second.

The meeting adjourned at 6:25.

The next meeting will be Monday, January 8, 2018.

Submitted by Dawn Parker