

ROBERT W. BARLOW MEMORIAL LIBRARY BOARD OF TRUSTEES  
MINUTES

Monday, April 3, 2017 5:30 P.M.

Board of Trustees president, Brad Cutler, called the meeting to order at 5:31. Other Board members present were: Mike Rottink, Jerry Lehtola, Erin Schmidt, Rachel Lewey, and Dawn Parker. Erin Finnegan Andrews, library director, was also present.

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

The minutes of the last meeting were approved. (Rottink/Cutler)

The bills from the past month were presented for Board's review. \$551.85 was collected the past month for 'Fees.' This includes copies made and faxes sent from the library. It is assumed that this fee is larger due to the tax season. The Iowa Falls Community Chest (gift) of \$1375 purchased an iMac computer. Parker moved to approve bills for payment, and Lewey seconded approval of the bills.

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

\*Most numbers concerned with checkouts of the collections and patron counts are higher than previous months. One item number to note is the checkout of the DVD/VHS collection. This could be the highest ever.

\*The Writers' Workshop continues to meet weekly.

\*The Gift Account balance is \$82,192.56.

\*Mort's has finished the work on the boilers. The bill for all the work on the service and parts is \$2300. We may need to look into the purchase of new boilers in the future.

\*Halverson Trane will do spring maintenance on everything HVAC, not including boilers.

\*Erin has contacted Iowa Falls Roofing about the water leaking near the Teen Room. There is a drain issue, but no real damage has occurred yet.

\*Rebecca and Erin were awarded \$1000 from the Barlow Family Foundation's grant. They will purchase a 3-D printer. They visited with Steve Ritter at the high school to look at the one located in that building. Rebecca plans to research the printers.

\*One Book activities have continued, and the author, Allen Eskesn, will be here April 4.

\*Planning for the SRP (Summer Reading Program) is underway. These activities will be held June 13-July 25.

Erin and Jerry Lehtola both attended the last meeting of the Friends group. The Friends will focus on membership and the dues of its members. High school students will work at the library April 21 to honor Earth Day. They will do some general cleaning of the area around the outside of the building.

There was no input from the public at the meeting.

Items for Discussion:

\*Discussion was again held on the policy for the use of the library's bicycles and bicycle repairs for damaged equipment. Tyler Duit will service the bicycles and other equipment this spring. (Lehtola/Lewey)

\*We conducted our Board of Trustee training by discussing a chapter of the Trustee Handbook on "Intellectual Freedom." This led to a discussion on having permission slips for children for the use of library computers.

\*The staff will attend a training workshop April 20 and 21. Staff Day will be held April 7, and the library will be closed.

National Library Week is April 9-15.

The meeting adjourned at 6:40. (Parker motion. Lehtola second)

The next meeting will be Monday, May 1, 2017.

Submitted by Dawn Parker