

ROBERT W. BARLOW MEMORIAL LIBRARY BOARD OF TRUSTEES  
MINUTES

Monday, July 10, 2017 5:30 P.M.

Board of Trustees secretary, Dawn Parker, called the meeting to order at 5:30, since board president Brad Cutler was absent. Other Board members present were: Mike Rottink, Jerry Lehtola, Erin Schmidt, Sarah Gilbert, and Rachel Lewey. Erin Finnegan Andrews, library director, was also present.

Welcome to Sarah Gilbert, our newest Board member!

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

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

The bills from the past month were presented for Board's review. Nothing significant was presented in this month's bills. Interstate Power and Light (gift rebate for lights) gave the library \$465.33 for LED lights. Approval was given for payment of the bills. (Parker/Gilbert)

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

\*Cheyenne DeVries has left her position at the library for another job in the community. Darcy Hickethier has been hired to replace her and will begin July 13.

\*Erin will be working on the annual reports that account for the state aid we use, the patron visits, ILL books, etc. this is due July 31.

\*Most numbers concerned with checkouts of the collections and patron counts are fairly consistent with previous months. The AV/Spec collections numbers are up by almost 2,000 when compared with a year ago. Room rentals numbers are also showing an increase. The patron count is higher than last year.

\*The Writers' Workshop continues to meet weekly. Numbers are down in the summer months, however.

\*The Gift Account balance is \$80,094.84.

\*Plastic power strips will be replaced with metal strips. Some of these may have a USB port.

\*Erin will place a large order in July of books, DVDs, and possible some audio books since few orders were submitted in May and June.

\*Erin requested funds from the Community Chest to purchase new shelving for the children's area.

\*The Tai Chi and yoga programs have been very successful. Terry is thinking of only having evening classes this fall. Classes will not be held in August.

\*The 3D printer is up and running quite a bit. The governor's STEM council rep visited, and he was a great resource.

\*Numbers for the Summer Reading Program are up. This program is in full swing!

\*The Hardin County Librarians will be riding a float in the Hardin County Fair Parade.

\*New data bases are being added to our website.

Erin reported on the Friends group. They will meet at the end of August to prepare for the author visit. Mike Rottink will attend meetings of the Friends group when he is available.

There was no input from the public at the meeting.

Items for Discussion:

\* Officers were elected for the next year. Brad Cutler will continue to serve as president (Rottink/Gilbert), Jerry Lehtola will serve as vice-president (Parker/Lehtola), and Dawn Parker will serve as secretary (Rottink/Schmidt).

\* We discussed the Fine Amnesty Program. Once a month, on the 15<sup>th</sup> of the month, library items may be returned with no fines assessed. (Lewey/Schmidt) The Amnesty Days in June went well. A pair of ice skates was even returned!

Parker moved to adjourn. Lewey provided the second.  
The meeting adjourned at 6:05.

The next meeting will be Monday, September 11, 2017.

Submitted by Dawn Parker