

ROBERT W. BARLOW MEMORIAL LIBRARY BOARD OF TRUSTEES

MINUTES

Monday, July 2, 2018 5:35 P.M.

Board of Trustees president, Brad Cutler, called the meeting to order at 5:35. Other Board members present were: Mike Rottink, Jerry Lehtola, Sarah Gilbert, Dawn Parker, Alison Campbell, and Erin Finnegan-Andrews, library director. No visitors nor representatives of the city were present.

Alison was welcomed to the board, and the board members introduced themselves to the new board member.

The agenda for the meeting was presented. (Rottink/Gilbert)

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

The bills from the past month were presented for the board's review. The bill to Hadwiger's was paid before the end of our fiscal year. (\$3872.14) Approval was given for payment of the bills. (Lehtola/Parker)

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

\* Checkouts of the collections continue to be fairly consistent. The patron counter seems to be working, with the exception of the extremely high numbers. The library staff will continue to keep an eye on the machine to check on its accuracy since the numbers appear considerably higher than previous months.

\* The Gift Account balance is \$80,110.32.

\* The roof leaks have been repaired by Hadwiger Roofing. Erin will call them again, however, as more repairs are needed, since a new leak has appeared.

\* RD Plumbing replaced one toilet in the ladies' restroom. Another will be replaced as the budget allows.

\* A new water softener will be purchased since the present one is original to the facility. The new one will cost \$2,500.

\* Story Time and LEGO Club have great numbers and are continuing through July. Children's Story Hour will not meet during August, but return in September.

\* The library gave out LED light bulbs, as we participated in 'City and Their Hometown Rewards' program during National Library Week, and are continuing during the summer. Passes to the pool are also given out through this program. Ali will check into getting maps for bike riders. The board may consider doing something by the library between the new City Hall that could be solar powered (picnic tables, car chargers, lights).

\* The library will close at 5:00 on July 3, and be closed all day on July 4.

\* The library will not be open on September 3, Labor Day.

Erin reported that the Friends group did not have a June meeting.

There was no input from the public at the meeting.

Ali Campbell will serve as our new board member. Brad Cutler's and Mike Rottink's terms are over at this time, and they both agreed to continue on as board members.

Items for Discussion:

\* Officers for the upcoming year were selected. The following names were nominated for consideration by Cutler/Parker and voted on. Rachel Lewey will serve as president, Jerry Lehtola will continue as vice-president, and Sarah Gilbert will serve as secretary.

\* State library accreditation was discussed. Erin has met with our district representative. Our long range plan should contain more goals and their objectives. We have samples from other libraries to consider. We also need to do a survey of our community. This will be completed by February, 2019.

The meeting adjourned at 6:15. (Lehtola/Gilbert)

The next meeting will be Monday, September 10, 2018, at 5:30 pm.

Submitted by Dawn Parker