

ROBERT W. BARLOW MEMORIAL LIBRARY BOARD OF TRUSTEES
MINUTES

Monday, September 10, 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, Sarah Gilbert, 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. (Gilbert/Lewey)

The bills from the past month were presented for Board's review. Erin provided information on the various bills from the months of July and August. Nancy will be involved in the LIFE class, which will be paid for by the library. Approval was given for payment of the bills. (Parker/Lewey)

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

*Overall, again, most numbers concerned with checkouts of the collections and patron counts are fairly consistent with previous months. The summer programs had good numbers again this year.

*The Writers' Workshop continues to meet weekly.

*The Gift Account balance is \$80,031.59

*Our new library associate has started work.

*Four new computers have been installed. These were purchased through our Capital Improvement Plan Funds. A hard drive needed to be replaced also.

*Halverson Trane (DSM) will work on a quote for work on the HVAC system. Many of our parts are old and obsolete.

*We now have a web-based card catalog to check out books.

*Our summer reading program was a great success. Participation numbers were up from last year.

*Our new databases are all set up on the library's website. Information will be sent out to the schools.

*July's food for Fines and Amnesty August were well received.

Erin reported on the Friends group.

*They met at the end of August to prepare for the author visit. Mark Hirsch, author of *That Tree*, will be the guest on October 10, at 5:30.

*A very generous memorial donation to the library will be received soon.

*The Friends group purchases the majority of the library's magazine subscriptions. They trimmed the number of subscriptions in the collection in August, saving about \$450.

There was no input from the public at the meeting.

Items for Discussion:

* A new Iowa Falls City Hall will be built near the library. The date for this is not set, however.

* Banners were purchased to represent the library. They cost more than anticipated, and Erin asked for more money to cover the costs. (Cutler/Lewey).

*The collection development policy needs to be updated. Erin had a handout for the members to review prior to the next monthly meeting. Erin has offered suggestions in the handout.

Lewey moved to adjourn. Gilbert provided the second.

The meeting adjourned at 6:25.

The next meeting will be Monday, October 2, 2017. Dawn and Rachel will not be at this meeting due to another conflict.

Submitted by Dawn Parker