Library Board of Trustees Meeting

Location: Glenn Schminke Community Room

Date: March 14, 2017

Call to Order: 7:00 pm

A. Call to Order – Roll Call Present: Matt Dunbar, Anna Ronnebaum, Jerry Mohwinkle, Brenda Powers and Karlene Nesslage. Also present: Jeaneal Weeks-HPL Director, Bill Bennett - Mayor

B. Approval of Agenda

The Agenda was reviewed. A spelling error was corrected on Taryn Kincaid's name. Karlene Nesslage made a motion to accept the agenda as amended, Brenda Powers seconded and the motion was carried.

C. Minutes of the Last Meeting

The minutes of the February 14, 2017 meeting and the minutes of the February 8, 2017 combined meeting with the city council were reviewed. Matt Dunbar made a motion to accept the minutes, Anna Ronnebaum seconded and the motion was carried.

D. Old Business – none

E. New Business –

1. Circulation policy update:
   The Circulation policy was reviewed and approved. There were some minor changes to the Overdue Materials section as well as removal out the outdated term "video". Brenda Powers made a motion to approve the policy. Matt Dunbar seconded and the motion carried.
2. Resolution hiring Taryn Kincaid as 20 hour library assistant:
   The following Resolution was approved by unanimous roll call:
   Resolution 17-18
   Be it resolved that the Hiawatha Public Library hire Taryn Kincaid as 20 hour library assistant at the wage of $17.36 per hour, grade/step B1-2, effective March 20, 2017.
   Passed and approved this 14th day of March, 2017.

F. Librarian's Report

1. Monthly Report –

There was no data on Library Visits on the monthly report because the current counter isn't working. A new one has been ordered.

Freegal – music streaming has been increased to 5 hours per week per user.

2. Bills –

Brenda Powers made a motion to pay the bills, Matt Dunbar seconded and the motion was carried.

3. Anticipated Expenditures –

a. New counter top and chairs have been ordered. The counter will replace the computer stands, improving the look and functionality of the computer area.
b. New DVD shelving for the children's area
c. Pamphlet holders will be added to the wall in the entrance to replace the table.

4. Library News –

a. Summer reading program planning is in process
b. Blind Date with a book was held on Valentine's Day
c. Linn Area Reads program is starting, Dan Gable's 'A Wrestling Life '
d. Out Loud Series will be coming soon
e. The Holds Delivery Efficiency team will be presenting findings towards the end of the month.

G. General Discussion – none

H. President's Report –

a. Kiwanis held a book exchange earlier today. It was not well attended. They will be looking at ways to bring more people in.

I. Adjournment – Brenda Powers made a motion to adjourn the meeting, Matt Dunbar seconded and the motion was carried. Meeting adjourned at 7:25 pm.

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Brenda Powers, President

ATTEST:

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Karlene Nesslage, Secretary