Library Board of Trustees Meeting

Location: Glenn Schminke Community Room

Date: June 13, 2017

Call to Order: 7:01 pm

A. Call to Order – Roll Call Present: Matt Dunbar, Brenda Powers, Anna Ronnebaum, Janet Libe, Sue Halter, Jerry Mohwinkle and Karlene Nesslage. Also present: Jeaneal Weeks-HPL Director, Bill Bennett – Mayor, Marty Bruns – City Council Member, April Neuendorf – resident.

B. Approval of Agenda

The Agenda was reviewed and a small correction was made to a date. Brenda Powers made a motion to accept the agenda as corrected, Janet Libe seconded and the motion was carried.

C. Minutes of the Last Meeting

The minutes of the May 9, 2017meeting were reviewed and a small correction was made to a date. Janet Libe made a motion to accept the minutes as corrected, Matt Dunbar seconded and the motion was carried.

D. Old Business –

1. Referendum and advocacy:

   Preparations are underway for the Open House on 6/26. Invitations are being prepared. Open House is from 10:30 -12:30. There will be a presentation at 10:45 with several speakers.

   There will be training for a few people with Every Library 6/14/17. This will be to provide resources and ideas for preparing for the referendum.

   We can have a booth at the Farmers Market when we want it. We just have to reserve it with Amber.

2. Expansion Update:

   There will be a special Library Board Meeting with City Council Wednesday June 21st at 5:00pm. Discussions will be concerning the changes to the remodel project.

3. <u>2018 Wage Resolution – revised</u>

   The following resolution was approved by unanimous roll call.

   Resolution 17-19

   Be it resolved that the Hiawatha Public Library rescind Resolution 17-18 passed on May 9, 2017 regarding wage increase for FY18.

   The following resolution was approved by unanimous roll call.

   Resolution 17-20

   Be it resolved that the Hiawatha Public Library increase wages for FY18 as follows:

Deb Tobias	D1-3	$24.98/hr
Erin Zaputil	D1-3	$24.37/hr
Sandy Raley	C1-2	$20.52/hr
Alicia Mangin	D1-6	$26.80/hr
Jeaneal Weeks	F1-4	$36.09/hr
Renee Greenlee	C1-2	$20.52/hr
Taryn Kincaid	B1-3	$17.71/hr
Marta Peterman	C1-2	$18.56/hr
Julie Jewell	D1-2	$24.37/hr

   Effective July 1, 2017

E. New Business –

1. <u>Discussion of upcoming accreditation process:</u>

   This process happens every 3 years. The due date is in January 2018. There are some significant changes this year with the accreditation process. The state documents the condition of Libraries and we will be providing information on our services. This will be an ongoing process over the next 6 months.

F. Librarian's Report

1. Monthly Report –

The monthly report was reviewed, circulation was down a little bit, our traffic in the building is up, and the new counter is working well.

2. Bills – The bills were reviewed

Janet Libe made a motion to pay the bills, Matt Dunbar seconded and the motion was carried.

3. Anticipated Expenditures –

   a. Nothing specific at this time

4. Library News –

a. Partnering with Horizons Meals on Wheels this summer – this is going very well. Children that wouldn't have had a meal are getting fed.
b. Summer Reading programs are going strong. The theme this year is "Build a Better World"
c. Out Loud Series will feature Anne Perry, Kwame Alexander and Debbie Macomber, these begin June 9th. Jeaneal introduced Anne Perry on June 9th and the event was held at Kirkwood and was well attended.
d. Circulating wi-fi hot spots – we have 3 Verizon hot spots people to check out. They can use them for 3 weeks which is the normal circulation time.
e. Database Changes – The State of Iowa Library is changing from EBSCO to GALE. The Hiawatha Library along with other Linn County libraries have negotiated with EBSCO to keep their services for another year.

G. General Discussion –

a. Jeaneal handed out a volunteer sheet for assistance with preparing for the referendum
b. A survey was conducted with 65 responses. In general the responses were positive. It was not a surprise the biggest concern was the amount of print material.

H. President's Report – none

I. Adjournment – Janet Libe made a motion to adjourn the meeting, Matt Dunbar seconded and the motion was carried. Meeting adjourned at 7:57 pm.

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Brenda Powers, President

ATTEST:

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Karlene Nesslage, Secretary