Hiawatha Public Library

Library Board of Trustees Meeting

Location: Glenn Schminke Community Room

Date: December 12, 2017

Call to Order: 7:07 pm

A. Call to Order – Roll Call

Present: Matt Dunbar, Brenda Powers, Anna Ronnebaum, April Neuendorf, Jerry Mohwinkle, Karlene Nesslage and Sue Halter. Also present: Jeaneal Weeks-HPL Director

B. Approval of Agenda

The Agenda was reviewed. Anna Ronnebaum made a motion to accept the agenda, Brenda Powers seconded and the motion was carried.

C. Minutes of the Last Meeting

The minutes of the November 14, 2017 meeting were reviewed. Matt Dunbar made a motion to accept the minutes, April Neuendorf seconded and the motion was carried.

D. Old Business –

1. Expansion/remodel update:
   Meetings have been held with the Architects, Alliant and The Weidt Group for Mechanical, Electrical and Plumbing plans.
   Jeaneal has an upcoming meeting with Storey Kenworthy to discuss furniture.
   Fundraising continues.

E. New Business –

1. Wi-Fi policy:
   The board reviewed the new Wi-Fi policy. Brenda Powers made a motion to approve the Wi-Fi Policy, Anna Ronnebaum seconded and the motion carried.

2. Circulation Policy:
   There were some changes to the Circulation regarding types of library cards. This is in cooperation with the Metro Library Network.
   The Circulation Policy was reviewed. Karlene Nesslage made a motion to approve the policy, Matt Dunbar seconded and the motion carried.

F. Librarian's Report

1. Monthly Report –

The monthly report was reviewed. Discussion was held about more realistic ways track Reference questions.

2. Bills – The bills were reviewed

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

3. Anticipated Expenditures – None

4. Library News –

a. The following are a few highlights from Jeaneal's report:
   i. Staff changes; a new employee, Rachel will be starting this week and Julie's last day will be next week.

   ii. Erin and Jeaneal attended the ILA (Iowa Library Association) Planning day in November.

   iii. New phones have been installed.

   iv. Food for Fines in November was successful.

G. General Discussion – none

H. President's Report –

Brenda shared there will be upcoming meetings regarding the Friends of the Library.

I. Adjournment – Brenda Powers made a motion to adjourn the meeting, Matt Dunbar seconded and the motion was carried. Meeting adjourned at 8:20 pm.

_____

Brenda Powers, President

ATTEST:

_____

Karlene Nesslage, Secretary