March 2016 Minutes

Library Board of Trustees Meeting
Location: Glenn Schminke Community Room
Date: March 8, 2016

Call to Order: 7:03pm

- Call to Order – Roll CallPresent: Matt Dunbar,Janet Libe, Jerry Mohwinkle, Karlene Nesslage, and Anna Ronnebaum.Also present: Jeaneal Weeks-HPL Director, Pat Struttmann-Assistant Librarian, and Marty Bruns, City Councilman.

- Approval of Agenda
  Libe made a motion to accept the agenda, Nesslage seconded and the motion was carried.

- Minutes of the Last Meeting
  The minutes from the February 9th, 2016 board meeting were reviewed. Dunbarmade a motion to accept the minutes,Nesslage seconded and the motion was carried.

- Old Business
- Expansion Information: Weeks reported a pair of sizeable donations, one that included match language. Steering Committee: Co-Chairs CJ and Becky Williams have relocated to another city. Weeks reported that another couple is likely to commit to fill the co-chair vacancy.
- Marketing Information:Weeks and Stuttmann have attended marketing classes at the Greater CR Community Foundation. Starting a marketing campaign for the library to promote what the library can do for the citizens of Hiawatha. One of the ideas is to create a "business card" that can be handed out that promotes major services that the library provides citizens. During the summer reading program there will be a push to make the HPL logo more visible on all materials to promote the HPL to the public. Weeks and Struttmann shared information upcoming television and radio spots that will help promote the HPL name.
- Library Trustee Search Information: Weeks reported that the search for the final Library Trustee vacancy continues. Weeks shared with the Board several community member names that she has contacted. Weeks will provide feedback at the April HPL board meeting.

- New Business
- Officer Election-Board Secretary:Powers made a motion to nominate Nesslage to replace Dunbar as the Board Secretary. Libe seconded and the motion was carried. Nesslage will assume secretary duties at the next board meeting in April.
- Work Space Information:Weeks and Struttmann have been consulting with work space professionals on a plan to redesign the current work space in the library. Many good ideas have been suggested. And are anxious to see a formal plan.
- Every Library:A non-profit national company that provides trainingfor libraries to have successful referendums. Weeks is going to have them come in and provide HPL staff and board members training. CRPL used Every Library for their referendum and the feedback was that they were very helpful. A date for training has not been determined yet.

- Librarian's Report
- Monthly Report:Struttmann reported fairly normal numbers for February.
- Purchasing five computers was highlighted. Libe made a motion to pay the bills, Dunbar seconded and the motion was carried.
- Anticipated Expenditures:Planning on purchasing some pieces of furniture.
- Library News:Next week is very busy with seminars and adult programming that will continue through April. ALICE training on April 6th. Master Gardeners every Wednesday in April. Fire safety training scheduled in August.

- General Discussion - None

- President's Report – None

- Adjournment: Libe made a motion to adjourn the meeting, Dunbar seconded and the motion was carried. Meeting adjourned at 8:00pm.