Hiawatha Public Library

Library Board of Trustees Meeting

Location: Glenn Schminke Community Room

Date: September 12, 2017

Call to Order: 7:02 pm

A. Call to Order – Roll Call

Present: Matt Dunbar, Brenda Powers, Anna Ronnebaum, Sue Halter, Karlene Nesslage and April Neuendorf. Also present: Jeaneal Weeks-HPL Director, Marty Bruns – City Council Member, Bill Bennett - Mayor

B. Approval of Agenda

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

C. Minutes of the Last Meeting

The minutes of the August 8, 2017 meeting were reviewed. Brenda Powers made a motion to accept the minutes with the one change to move the New Business #3 to after the Presidents Report, Matt Dunbar seconded and the motion was carried.

D. Old Business –

1. Expansion/remodel update:

   A meeting was held with the Architects to review some of the technical details. There will be another meeting soon to look at the possibility of some floor plan changes. There will be an insert with information that will go in the City newsletter. Referendum Committee continues to work on activities to get information out to the voters.

E. New Business –

1. Discussion/possible action regarding Metro Library Network (MLN) Memorandum of Understanding:
   The Memorandum was reviewed. Brenda Powers made a motion to approve, Anna Ronnebaum seconded and the motion was carried.
2. Resolution hiring Anna Brabston as Library Page
   The following resolution was approved by unanimous roll call.
   Resolution 18-01
   Be it resolved that the Hiawatha Public Library hire Anna Brabston as a library page at the rate of $9.50/hour effective September 5, 2017. Passed and approved this 12th day of September 2017.
3. Library Director review

F. Librarian's Report

1. Monthly Report –

The monthly report was reviewed.

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 –

a. A new camera is needed for the people counter
b. The windows will be cleaned
c. Envisionware (self check) – there are some improvements on the way for this equipment

4. Library News –

a. Satellite voting has been approved for Tuesday 10/24
b. Legislative luncheon will be held 12/4 in Ely
c. Upcoming programs – check the website: http://www.hiawathapubliclibrary.org/

G. General Discussion –

a. Discussion was held to determine the best place for the Linda Nash memorial bench.

H. President's Report –

a. Brenda Powers reported that the referendum committee was still looking for people to make phone calls and to hand out yard signs
b. A meeting with the Friends of the Library will be scheduled to discuss the direction of the group.

E.New Business –

3. Library Director review – Jeaneal Weeks requested a closed session for the Board to discuss her annual personnel review.

I. Adjournment – Karlene Nesslage made a motion to adjourn the meeting, Matt Dunbar seconded and the motion was carried. Meeting adjourned at 8:28 pm.

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Brenda Powers, President

ATTEST:

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Karlene Nesslage, Secretary