Hiawatha Public Library

Library Board of Trustees Meeting

Location: Glenn Schminke Community Room

Date: August 8, 2017

Call to Order: 7:19 pm

A. Call to Order – Roll Call

Present: Matt Dunbar, Brenda Powers, Karlene Nesslage and April Neuendorf. Also present: Jeaneal Weeks-HPL Director, Marty Bruns – City Council Member

B. Approval of Agenda

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

C. Minutes of the Last Meeting

The minutes of the July 13, 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. Referendum and advocacy:

   Jeaneal is working on a memo to send to the city council to have the referendum put on the November ballot.

   The Ballot committee is working to make calls, setting up social media, preparing handouts. They are also working closely with the Ethics Board to ensure everything is done properly.

2. Expansion/Remodel Update:
   The Architects were in to walk through the current facility and to discuss details about the floor plan.
   A meeting will be held to discuss the possibility of using solar energy.
   The outside survey has been completed.

E. New Business –

1. Policy review – Bike Lock Policy:
   The new policy for checking out bike locks to patrons was reviewed and approved. Brenda made a motion to approve the Bike Lock Policy, Matt Dunbar seconded and the motion carried.

F. Librarian's Report

1. **Monthly Report –**
   The monthly report was reviewed. Self-Check is holding steady.
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 pipe broke in the women's restroom and will be repaired.
   b. The receipt printers for the Holds will be arriving soon.
4. **Library News –**
   a. An exciting program this month is the Solar Eclipse program. Both an informational session and a session on the day of the eclipse will be held.
   b. 2 pages have resigned. 1 page will be hired. Some changes in the scheduling for the pages and the Sunday staff will be more efficient.
   c. The Friends of the Hiawatha Library have disbanded. At this time no book donations will be accepted and there will not be book sales until a new group is formed.

G. General Discussion –

a. Little Free Pantry is up and running. It is being used. Donations can be made at any time.

H. President's Report –

a. The information for the plaque for Janet has been submitted to be ordered.
b. Jeaneal's year-end assessment is underway. Jeaneal is working on her self-assessment and then the personnel committee will meet.

I. Adjournment – Karlene Nesslage made a motion to adjourn the meeting, Matt Dunbar seconded and the motion was carried. Meeting adjourned at 8:12 pm.

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Brenda Powers, President

ATTEST:

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Karlene Nesslage, Secretary