

**MUSSER PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
WEDNESDAY, JULY 11, 2007 – 4:30 P.M.  
LIBRARY CONFERENCE ROOM**

**PRESENT:** Durham, Johnston, Koehrsen, Martin, Ward.

**STAFF:** Chaudoin, Fiedler, Warschauer.

**ABSENT:** Drake, Nus, Lande.

**MINUTES**

- I. CALL TO ORDER:** Pres. Johnston called the meeting to order at 4:32 p.m.
- II. APPROVAL OF AGENDA:** Koehrsen moved to approve the agenda as printed. Second by Ward. All ayes. Motion carried.
- III. APPROVAL OF MINUTES:** Koehrsen moved to approve the minutes of the June 20, 2007 meeting. Second by Martin. All ayes. Motion carried.
- IV. BILLS FOR PAYMENT:** Ward moved to approve for payment the bills dated 7/03/07. Second by Durham. All ayes. Motion carried.
- V. CITIZENS SPEAK:** Chaudoin reported one caller left a message about how disappointed she was to lose the Echo. Other trustees reported several similar conversations.
- VI. COMMUNICATIONS:**
  - A. Staff Liaison** – New staff liaison Bobby Fiedler reported on the status of our eligibility for the Gates hardware grants. There is \$13,000 available in grants. We must match about \$7,000, however it can be accomplished in phases. If all goes well, we will have 8 new computers by July of 2009. These will replace 8 of the older public computers. Fiedler also announced another grant to fund a documentary film night at Musser Library. We have been initially approved for a Point of View (POV) grant for a program on Sierra Leone immigrants on Oct. 18, 2007. More information will be available at the next meeting.
  - B. Director's Report** – **1)** Chaudoin circulated an investment summary from the Reynolds Trust. **2)** We continue to receive items purchased at end of the fiscal year: a nice new computer stand for the OPAC upstairs; new card readers for our public access Internet computers; new toys for the baby lapsit program; and (soon to be delivered) new furniture for the children's area. Items still to come are all encumbered to the 06/07 budget. **3)** Chaudoin has two more Grossheim programs scheduled, August 5<sup>th</sup> at the Hoopes family reunion and one in the fall for a PEO meeting. **4)** Chaudoin and Warschauer met with Gary Carlson and Alicia Bull from the Chamber office to discuss administration of EchoOnline. Carlson would like to change the name of the website to something like Muscatine Community Calendar, however there is the issue of name recognition. Everyone agreed it would be best to go with a local website developer rather than Lee Enterprises or QCTimes. Revised functionality was also discussed to simplify uploading announcements, updating data, and adding links to other websites. If the Art Center, the CVB and the library pool some money, it shouldn't cost too much. We have \$1500 in the General Trust left over from Echo

that could be used. Irene Warschauer, Alicia Bull and Barb Christensen will meet to discuss administration of the site and the cost factor and have a report by the next meeting. Trustees are encouraged to email their thoughts on changing the name and on the design of the site.

**VII. COMMITTEES:**

**A. Long Range Planning** – Koehrsen reported no further progress on the Pearl Pavilion project. The committee continues to check references of the candidate architectural firms. She will contact the group by email for updates.

**B. Operations:**

**1. Access to Library Records Policy** – Reviewed 7/11/07.

**2. Appointment of Committees** – Johnston received no response from the email he sent out, so he will assign the committee appointments. Committees include the Budget/Finance committee, Operations/ Nominating committee, Long Range Planning committee, Building committee (inactive) and Parliamentarian.

**VIII. OLD BUSINESS:**

**A. Director Search** – Durham, chair of the ad hoc search committee, reported receiving eight applications so far, one of which has withdrawn. The deadline has been extended to August 3<sup>rd</sup>. Concern about the competition with Burlington was discussed; however, because they already have their new library, their search for a director presents a very different scenario from ours. Their deadline is July 30.

**B. Coffman vacancy** – Johnston talked with the Mayor about finding another person to fill the trustee vacancy. It was suggested to put a blurb into the YPN newsletter and announce it to the Leadership Muscatine class.

**IX. NEW BUSINESS:**

**A. Contracts for library services** – No correspondence has been received from the other townships or from Nichols asking for special arrangements. The contracts will be sent out soon.

**B. Trustees discussed** upgrading the format of the library newsletter. Some feel the colors make it hard to read. Increased circulation would be beneficial. This topic will be on the agenda for discussion at the next meeting.

**X. ADJOURNMENT:** The meeting adjourned at 5:30 p.m.

Respectfully submitted by,  
Paula Durham, Secretary  
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