

**MUSSER PUBLIC LIBRARY
BOARD OF TRESTEES MEETING
WEDNESDAY, APR. 15, 2009 – 4:30 P.M.
LIBRARY CONFERENCE ROOM**

PRESENT: Durham, Johnston, Koehrsen, Lande, Martin, Nus, Ward.

STAFF: P.Collins, Derbin, Warschauer.

ABSENT: Drake, Stelzner.

MINUTES

- I. **CALL TO ORDER:** Pres. Durham called the meeting to order at 4:35 pm.
- II. **APPROVAL OF AGENDA:** The Kindle report was postponed until the next meeting. A closed session was requested after the Director's Report to discuss the director's vacation options. Nus moved to approve the amended agenda. Second by Johnston. All ayes. Motion carried.
- III. **APPROVAL OF MINUTES:** Lande moved to approve the minutes of the February 2009 meeting. Second by Nus. All ayes. Motion carried.
- IV. **BILLS FOR PAYMENT:** Collins requested that Rotary Club meals and donations be paid by her, and only dues paid from the Library Operations budget. Koehrsen moved to limit Rotary payments to dues only. Second by Nus. All ayes. Motion carried. Nus moved to approve payment of the following bills:

3/3/09	\$1,471.75
3/17/09	11,433.40
3/31/09	2,590.33
4/14/09	25,649.67

Second by Lande. All ayes. Motion carried.
- V. **CITIZENS SPEAK:** Trustees commented on the article from New York Times about the legality of libraries checking out Kindles.
- VI. **COMMUNICATIONS:**
 - A. **Staff Liaison:** The staff has been very busy with noticeably more kids and teens. Because of problems with the computer lab, Justin has not yet had time to set up the computers for job seekers. Various activities are being planned for Fine Free Week, including amnesty on fines for items returned, and demonstrations of various computer programs, and sign up for summer reading.
 - B. **Friends Report:** Collins reported that the Friends authorized release of \$25,000 for the children's area refurbishing and \$3,000 for summer reading expenses. Assistant children's librarian Tina Miksch visited with Neal's Sewing Center about an idea for starting a sewing lab for teens to learn how to create, repair and embellish clothing. Friends would help staff it. Neal's willingly agreed to donate ten refurbished portable sewing machines, including their maintenance and the training of the lab managers. The staff is very excited about this donation and they're going forward with plans for classes and lab hours. There will be newspaper coverage of the "grand opening".

- C. **Director's Report:** A written report was received. 1) Collins explained current staffing positions and job descriptions. There is a part time position open. 2) The new Overdues collection system will not be coming until after summer reading ends. PALS is still negotiating the price with Searcy.
- D. **Closed Session:** At 5:08 p.m. Nus moved to go into Closed Session. Second by Johnston. Motion carried. At 5:27 p.m. Nus moved to return to Open Session. Second by Johnston. Motion carried.

VII. COMMITTEES:

- A. **Long Range Planning/Refurbishing:** There was brief contact with the new Allsteel designer via email. She is working on it, but since she is new, we are clearly not at the top of her list. There is progress in the children's area with the assistance of Kim Kietzman of Southeast Library Service. We should have costs by the next meeting so that we can begin to order furniture. Moving things around in the library has only generated one complaint. For the most part is working very well and people don't mind coming upstairs.

VIII. OLD BUSINESS:

- A. **Board Membership:** Johnston will stay for another term. Martin will also continue. Ward has fulfilled his term and will be leaving. Drake has not decided. Ward asked trustees to fill out additional information on the Board Profile sheet. They discussed the categories listed, noting that ethnicity and age issues are currently at issue. Trustees were encouraged to sit down with people interested in the library and talk to them about what the job is about.

IX. NEW BUSINESS:

- A. **Fine Free Week (May 9 – 15):** A flyer was circulated describing Fine Free Week. Koehrsen moved to approve having Fine Free Week. Second by Ward. All ayes. Motion carried.
- B. **Enrich Iowa Funding:** Collins explained that all Enrich Iowa monies, totaling \$20,246, have been deposited into the Library Trust. She would like to use it to purchase the two new microfilm readers and a disc cleaner (to clean our own CD's and DVD's). Lande moved to approve using Enrich Iowa funds to buy those items. All ayes. Motion carried. With the \$2,246 remaining, Collins would like to put it toward the Brain Teasers Traveling Exhibit being rented from Oregon Museum of Science and Industry for the summer. Lande moved to approve use of the remaining Enrich Iowa funds for the Brain Teasers exhibit. Second by Koehrsen. All ayes. Motion carried.

- X. **ADJOURNMENT:** The meeting adjourned at 6:05 p.m. The next meeting will be Wednesday, May 20 at 4:30 p.m.

Respectfully submitted by,
Eugene Johnston, Secretary
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