

Library Board of Trustees

November 16, 2011

Library Conference Room

Present – Dew, Gordon, Knoernschild, Moravec, Olson, Regennitter, Wojtecki

Absent – Compton, Stelzner

Staff – Anderson, Collins

Call to Order – Vice President Wojtecki called the meeting to order at 4:38 p.m.

Approve Agenda – Olson moved to approve the agenda as amended to add an update on the Friends under Old Business. Second by Dew. All ayes. Motion carried.

Approve Minutes – Olson moved to approve the minutes of September 21, 2011 as written. Second by Gordon. All ayes. Motion carried.

Ratify Bills for Payment – Knoernschild moved to ratify the following bills for payment. Second by Dew. All ayes. Motion carried.

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|----------|-------------|
| 10-7-11 | \$10,405.50 |
| 10-21-11 | 4,176.46 |
| 11-4-11 | 11,051.53 |
| 11-18-11 | 8,552.70 |

Citizens Speak – Collins reported that there has been some negative feedback from patrons regarding the new catalog and the reduced number of items available from other libraries.

Staff Liaison – Benefiel is on vacation. Collins reported that the staff is stressed over learning the new circulation system and dealing with the glitches. Training is ongoing, and staff should feel more comfortable as time passes and they get more hands-on experience.

Friends Report – None

Director's Report – Collins turned in her written report and added the following:

The staff enjoyed and appreciated the Staff Development days on Oct 31 and Nov 1. The first day was devoted to taking the Meyers-Briggs Personality Type test in the morning and long-range planning in the afternoon. Day two was spent in training and practicing on the new circulation system and new cash register.

The new web page will go live in approximately three months.

The Library may sponsor an All Muscatine Reads program featuring the book The Blue Zone.

The personnel section of the FY 2012-13 Budget request has been turned in.

Our budget request will remain status quo. It is anticipated that amendments will be made after the budget has been ratified.

Old Business

RiverShare – Members will vote on whether or not to hire a part time administrator. In the meantime, Davenport is picking up the slack due to the resignation of Bettendorf's director. The new delivery service is based in Kansas City and will start on Jan 1. Some added expenses, such as legal fees and licensing fees, have popped up, but we are still saving money in the long run by leaving PALS. We are hoping to hire Justin Droll, the former City of Muscatine IT assistant, to help us with the technical issues related to RiverShare.

Friends – Gordon and Stelzner attended the last Friends meeting. It is hoped that the Friends Board and the Library Board can have some joint planning sessions to improve communication and identify goals.

Polaris / Library Thing Catalog – Collins gave an overview, demonstrated how to search, and explained other functions of the new catalog.

New Business

Community Foundation of Muscatine – After discussion, the Board gave permission to Collins to look further into setting up a 501C3 account with the Community Foundation of Muscatine and to come back with more details at the next meeting.

The meeting was adjourned at 6:05 p.m. The next Board of Trustees meeting will be Wednesday, December 21, 2011 at 4:30 p.m.

Respectfully submitted,

Bev Knoernschild, Secretary

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