

Musser Public Library Board of Trustees

February 21, 2018 meeting

408 East Second Street

Present: Daufeldt, Gordon, Wojtecki, Dew, Moravec, Gradert, Olson

Absent: Regennitter, Johnson, Collins, P.

Staff: Benefiel, Fiedler, Carlson

Friends Rep: Fangman, Kristine

Approval of Agenda: Gordon motioned to approve the corrected agenda and Moravec seconded. All ayes.

Approval of Minutes: Olson motioned to approve and Dew seconded. All ayes.

New Building Update: Hill stated that the building is coming along and on time and within budget. Hill is looking into grants for the history of the building. The vending service profits will belong to the library. Sign Pro is working on options for signage. The phone/PA/security-will go out for bids in a week or so. The carpet on the 2nd and 3rd floors should be laid beginning March 5th. Lighting will be done by the end of March. Dew asked about security cameras and Fiedler stated there will be an in house system monitor from any room and 14-16 cameras.

Ratify Bills for Payment: Fiedler reviewed the bills for payment. Gordon motioned to approve bills for payment, Gradert seconded. All ayes

Citizens Speak: None

Staff Liaison: Benefiel stated that the staff is working to get ready for RFID security for all items.

Friends Report: Kristine Fangman was introduced as the new President of the Friends of Musser Public Library. The Passover account is done and Friends is waiting for the Community Foundation board to approve. There is discussion on a grand opening fundraiser. New Friends board is Jane Daufeldt, Susan Vance, Kim Reesink, Kimi McCracken and Pam Collins.

Assistant Director's Report: Fiedler gave this report as Collins is off a few weeks. Fiedler said the RFID will be started and we will have three months with the equipment. There will be conversion pads installed all of the building and the self checks/security gates have been approved. The self check outs will be in all areas where collections are.

The timeline for closure, etc. will be know sometime in March. Welter Storage maybe interested in all of the metal shelving. The teen/YA/childrens area shelving will be used in new building.

The board discussed doing something as a thank you for the staff.

Old Business: (Friends were discussed in the above section)

New Business: Fiedler discussed Big Imprint and the need for more help from them. Changing the navigation-emergency bar will be increased. \$2625 for branding/room reservation plug in, \$2400 for logo is credited.

Fiedler said it was \$13000 for a new website where this type is usually around \$20000. Gordon wanted to know how many hours this will take and Wotjecki was not sure costs or if this was too high. Fiedler stated that \$2400 was for styling of catalog. Gordon asked if this could be done later. Fiedler said this would go live on May 1st. Moravec asked if this was going to take care of the website and Fiedler said it would not go above this amount.

Adjourn: Moravec motioned to adjourn, Gradert seconded. Meeting adjourned 5:21 pm.

Next Board Meeting will be Wednesday, March 21, 2018

Location: 408 East 2nd