

Musser Public Library Board of Trustees

December 20, 2017 meeting

408 East Second Street

Present: Daufeldt, Gordon, Gradert, Regennitter, Wojtecki

Absent: Dew, Johnson, Olson, Moravec

Staff: Collins, P., Benefiel, Fiedler, Carlson

Friends Rep: None

Guest: Kelsey Brackett, Oz Malcolm

Call to Order: President Daufeldt called the meeting to order at 4:30 pm.

Approval of Agenda: Regennitter motioned to approve the agenda and Gordon seconded, all ayes.

Communication: No Randy Hill so Collins gave the building update. She said there will be a lot of color in the children's area. The storytime amphitheater will be wallpapered with a lettering wallcover and the end caps will be in the same colors. She provided carpet square samples also that will work for the children's area.

Fiedler is working with an audio visual vendor for phones/security system, etc. should be getting numbers and be done by the end of March.

Approval of Minutes: Gradert moved to approved November 15th meeting minutes. Seconded by Wojtecki. All ayes.

Ratify Bills for Payment: Collins reviewed the bills for payment. Fiedler added there will be a joint purchase of ebooks with Rivershare.

Collins stated that the stage is being paid for by the Koehrsen's (\$10,000) and we will pay the difference \$879.99. Gordon motioned to approve all bills and Regennitter seconded, all ayes.

Citizens Speak: Brackett and Malcolm introduced themselves. They are attending various city meetings to get acquainted to all city departments.

Staff Liaison: Benefiel said the withdrawing/weeding of books is coming along.

Friends Report: None

Directors Report: Collins reported that construction will be happening starting January 2, 2018.

Old Business: Wojtecki made a motion to approve the purchasing approval and the emergency purchasing approval policies, Gradert seconded. All ayes.

Logo update: Collins shared the preferred example of the new logo for the library. Gradert motioned to approve and Gordon seconded. Wojtecki voted no and the rest were ayes, motion carried.

Friends situation: Collins said there hasn't been an update on the Friends group yet. We are still wanting them to exist and hoping there will be interest soon.

New Business: Collins asked for approval of the AWE computers for the children's area. Wojtecki moved to purchase the computers and Regennitter seconded, all ayes.

Collins reviewed the 2018-19 budget. Carlson is seasonal now and she is trying to get her permanent. She would be handling the meeting room schedule, etc. in the new building if this is approved.

Collins stated these are estimates and line F isn't totally correct, we will be spending line E. Cost of broadband will be \$600 per month and we will be 50/50 fiber for the new building. Self check out will be needing staff to get patrons ready for this.

Other budget items-updating technology in the new building, there will need to be training and software updates. There will be a 20 hour per week security guard and the children's area must be staffed at all times.

Collins would like to make Mary Kay Lane be moved to Librarian status.

Regennitter asked if there was an increase in cost in the new building. Collins stated usage will go up 30-50% for technology alone. RFID will make things easier for the patron but they will have to get use to it so staff will be assisting. LENA will not be implemented until Spring 2019 and we will have to get funds for this.

Adjourn: Wojtecki moved to adjourn, Regennitter seconded. Meeting adjourned 6:06pm.

Next Board Meeting will be Wednesday, January 17, 2017 at 4:30pm **location 408 West 2nd.**