

## **Library Board of Trustees**

**March 21, 2012**

### **Library Conference Room**

**Present** - Compton, Dew, Gordon, Knoernschild, Moravec, Olson, Wojtecki

**Absent** – Regennitter, Stelzner

**Staff** – Anderson-Peck, Benefiel, Collins

**Friends Rep** – Gabbard

**Call to Order** – Vice President Wojtecki called the meeting to order at 4:31 p.m.

**Approve Agenda** – Gordon moved to approve the agenda as amended to add under New Business discussion of volunteers for the Nominating Committee. Second by Olson. All ayes. Motion carried.

**Approve Minutes** – Olson moved to approve the minutes of February 15, 2012 as written. Second by Gordon. All ayes. Motion carried.

**Ratify Bills for Payment** – Gordon moved to approve the following bills for payment. Second by Knoernschild. All ayes. Motion carried.

3-2-12            \$9,273.50

3-16-12          \$14,351.26

**Citizens Speak** – Two recent articles in the Muscatine Journal regarding gang activity in the downtown area specifically mentioned the library. The Downtown Action Alliance has concerns that people feel downtown is dangerous, especially after dark. The library staff is not afraid, and always walk as a group to their cars at closing time.

**Staff Liaison** – Benefiel reported that each morning all staff members who are in the building gather for a short meeting to briefly discuss items of interest for the day ahead, and to go over what went well and not so well the previous day.

Saren Black has moved back to Muscatine and will be working through June on various library projects. She has designed and will construct the new mascot, Paige the Bookworm, which will make its debut in the 4<sup>th</sup> of July parade.

**Friends Report** – Gabbard reported that JoAnn Carlson has resigned as President of the Friends group. Nicole Willits will be the new President. The Annual Meeting will be

on March 27, 2012. Betty Collins asked for and received \$3,500 for this year's Summer Reading Program.

**Director's Report** – Collins turned in her written report.

## **Old Business**

**Community Foundation** – Collins explained what action is needed by the Library Board to create a Community Foundation Fund.

Gordon moved to designate Collins as the Fund Representative. Second by Olson. All ayes. Motion carried.

Gordon moved to designate Wojtecki as Secondary Signer. Second by Olson. All ayes. Motion carried.

Dew moved to authorize funding from the Trust in the amount of \$2,500 for the opening balance plus the one time start-up fee of \$150. Second by Compton. All ayes. Motion carried.

## **New Business**

**Nominating Committee** – Compton, Dew, and Stelzner volunteered to be on the committee. They will nominate a slate of officers to be elected for FY 2012-13.

**Webpage and Facebook Demo** – We will continue to refine the webpage as issues come up. New features are iPad and phone compatibility, a donation button, and Live Chat. Our Facebook has changed from a Friend page to a Fan page, which brings us into compliance with the rules of Facebook.

**Hotel/Motel Tax Committee** – Collins and Stelzner attended the committee meeting. Funding that impacts the Library will be discussed at a future meeting of this committee.

**Confidentiality Policy** – Collins recommended that the old policy be scrapped. She provided copies of a new policy which defines in more explicit terms what is protected. Olson moved to adopt the new Confidentiality Policy as written. Second by Moravec. All ayes. Motion carried.

The meeting was adjourned at 5:35 p.m. The next Board of Trustees meeting will be Wednesday, April 18, 2012 at 4:30 p.m.

Respectfully submitted,

Bev Knoernschild, Secretary

/ta