

## **Minutes of Solon Public Library Board**

**Date :** 4/24/17

**Present:** Paula Sears, Bill Waldie, March Sutton, Seth Smith, Bob Lancaster, Kris Brown (Librarian)

**Absent:** Katie Patel, Jackie Nemecek

**Call to Order:** The meeting was called to order by Waldie at 7:00p.m.

**Approval of Agenda :** Upon motion by Lancaster and second by Smith, the agenda was unanimously approved.

**Approval of minutes of previous meeting:** Upon motion by Smith and second by Lancaster, March, 2017 minutes were unanimously approved.

**Citizens Speak:** None

### **Committee Reports :**

- Building/Facilities (Lancaster) - Scott Kleppe is waiting on a proposal to repair the dividing wall in the meeting room. The board is considering asking the Foundation to help cover the cost of repairs. Bob has received estimates to change out the existing light bulbs and convert to LED. Light bulb cost estimates are \$4,308.93 and the expected savings over the next 5 years is \$16,000. It will take 1.28 years to recoup the cost. He's waiting on one more bid. Bob is also talking with the Solon Fire Dept in regards to getting our fire alarm connected directly to the fire dept.
- County (Waldie) - none
- Policies (Patel) - none
- CD/Finances (Sears)-none
- Marketing (Sutton/Waldie) - A summarization of the Tier 3 accreditation designation has been prepared for marketing and information purposes to present to the City Council, The Johnson County Supervisors and the public. SPL received the highest accreditation level awarded by the State. In addition to meeting the 47 state mandated standards, last year the SPL met an additional 28 optional standards.
- City/Library Committee (Patel/Nemecek) - none

**Librarians Report:** Scott Cannon, our tech advisor replaced 3 of our computers. High School volunteers helped members of the Friends Landscaping committee on Earth Day by with mulching and clean up of flower beds. It was noted last year that there's an increasing demand for more adult programming so we've added programs to the agenda that have had a nice turn out.

**Approval of Bills :** It was recommended that the bills be approved for payment. Upon motion by Sears and second by Waldie, the bills were unanimously approved.

**Foundation Treasurer's Report -** No treasurers report (no meeting)

**Old Business:**

**Discussion and possible action regarding an investment policy:** Bill presented a draft for a potential investment policy. Recommendations for a few changes to language, including changing this from a policy to a "guideline" were made and it will be represented at the May meeting in final draft form for approval.

**Discussion and possible action regarding upgrade of internet service:** Switch is being made this week and then we will test. This week we will be filling out forms for E-rate. Bids so far have ranged from \$188 to \$1,049. Our current contract ends in May and new monies will arrive in July. We will float with South Slope monthly during the transition and then will continue to keep it active for a few months to make sure the transition goes well. We will keep the free South Slope line and the the phone in the hallway for now.

**Discussion and possible action regarding volunteer policy:** Tabled until May

**Discussion and possible action regarding the use of 2017 State funds:** Exploring options for using the funds on a printer, the light bulbs or the dividing wall. Still researching and will come back to the May meeting with additional information. Tabled until May

**New Business:**

**Review of Director's evaluation:** Tabled until May

**Adjournment:** Sears moved to adjourn. Meeting adjourned at 7:44pm

**Next Meeting: May 22, 2017 at 7:00p.m.**