

Minutes of Solon Public Library Board

Date : 8/28/17

Present: Paula Sears, Bill Waldie, Katie Patel, Jackie Nemecek, Kris Brown (Librarian)

Absent: Seth Smith, Bob Lancaster

Call to Order: The meeting was called to order by Nemecek at 7:03p.m.

Approval of Agenda : Upon motion by Sears and second by Waldie, the agenda was unanimously approved with the addition of Youth Services Librarian position added to the agenda as new business.

Approval of minutes of previous meeting: Approval of July minutes are tabled until September, 2017

Citizens Speak: March Sutton tendered her resignation from the Board of Trustees

Committee Reports :

- Building/Facilities (Lancaster) - Nelson Electric is installing LED lights and ballasts, as needed throughout the entire library the week of 8/28/17. The bid for this project was \$8,250 and the rebate was \$3,675. State funds are being used to supplement the cost of the project. On Friday 9/1 CR Raydoor will be on site to repair the dividing wall, their bids was "not to exceed" \$500 with parts. They expect to be done within 4 hours.

- County (Waldie) - none

- Policies (Patel) - none

- CD/Finances (Sears)- none

- Marketing (Sutton/Waldie) - The marketing committee will meet again in Sept.

- City/Library Committee (Patel/Nemecek) - Nemecek and Patel did not meet with city administrators this month, but Nemecek will be meeting with them prior to the Sept meeting.

Librarians Report:

- There were 15 applicants for the Youth Services Librarian position. 4 people were interviewed and rejection letters were sent to the rest.

- Kris is expecting one of the part-time positions will be open soon. The 12 hour per week position covers 2 evenings, early out afternoon and part of Saturday.
- Debb Green, a retired librarian from Iowa City Public Library has been filling in for storytime. Her contract fee has been increased to cover prep time and materials used for crafts. Debb does an excellent job handling 50+ people at storytime.
- We have dropped the Southslope line we were paying for and are waiting on billing from ICN
- Thanks to Bob for setting up the Solar Eclipse Program. Everyone who attended received a free pair of solar eclipse glasses.

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

Foundation Treasurer's Report - No Treasurer's report (meeting delayed)

Old Business:

Discussion and possible action on Internet filtering required through recent change in funding process. Tabled for September

Discussion and possible action regarding the installation of LED lighting (bids) and replacing the dividing wall. Covered in committee reports

Director's Evaluation - review. Jackie met with Kris to discuss the results of the Director's evaluation. Board members were provided with a copy of the results, there were no questions.

New Business:

Discussion and possible action regarding the "Behavior Policy" in the library. The Conduct Policy, which was last reviewed 8/2012 was revised to eliminate items #5, #8, #14. Item #12 was revised to read: Use of scooters or a skateboard in the Library, or in a dangerous manner in the entrance, parking lot or sidewalk area.

Discussion and possible action regarding the CD rates available. CD rates were obtained from Hills Bank, Solon State Bank, Bridge Community Bank and University of Iowa Community Credit Union. Sears provided a spreadsheet on comparable terms, APYs and annual interest earned on a \$130,000 CD (the average balance of our 3 CDs). No action will be required until our Oct meeting as the next CD won't be up for renewal until November. Our renewal with Solon State Bank in November is our largest CD and Waldie suggested that we consider splitting it in half, leaving half with SSB and depositing the other half with UICCU.

Review of Committees/Review of board terms. We have an immediate vacancy with Sutton's resignation. Sears and Patel finish their terms 12/31/17 and both have indicated that they will not seek reappointment. Review of committees tabled.

Discussion regarding use of physical books (or not) from library This discussion will be picked up further in marketing committee on meeting the needs of millennials, and the identity/definition of what today's library looks like in terms of services to its patrons.

Youth Services Librarian Position. A four committee team met with four highly qualified candidates this past week. Kris wanted the board to review current/budgeted wages and discuss an appropriate starting salary for the new Youth Services Librarian.

Adjournment: Sears moved to adjourn, Patel seconded. Meeting adjourned at 8:38pm

Next Meeting: October 23rd at 7:00p.m.