

**Evansdale Public Library
Monthly Board of Trustees Meeting
Monday January 19, 2015**

Call to Order: The meeting was called to order by Vice President Borwig at 6:03 p.m.

Roll Call: Present: Borwig, Hansen, Johnson, Kettwig and Pritchett.
Absent: Burkett, Nichols and Rasanen.

Approval of minutes: Kettwig moved and Pritchett seconded to approve the minutes of the December 15, 2014 meeting. Ayes – 5. The motion carried.

Approval of bills to be paid in February: Hansen moved and Kettwig seconded to approve the bills to be paid in January. Ayes – 5. The motion carried.

Treasurer's Report: Pritchett reviewed the remaining balances in the budget in the absence of the Treasurer. It was commented that we have not yet spent the Open Access money.

Circulation Report: A lot of up arrows were noticed on the monthly report, which represent increases in the respective categories.

Old Business:

- a. Evans Village delivery program: The Director reported that it went smoothly although we did not sign up any new patrons.
- b. Library Champion program: No report given.
- c. Accordion window remodel: The Director stated that we received a bid from Mark Loftus of \$750.00. We also received a quote from Black Hawk Electric for \$921.00 for the addition of an outlet (\$338 + \$10 electrical permit) and to move the existing router cables so that they are all in one location for the ease of staff (\$573). Some of these numbers were a little high and Director Jensen said she could get additional quotes if desired.

New Business:

- a. Establish wages for FY 16 for library employees: There was discussion on the calculations method used to determine the annual wages by the budget committee. The proposed increase will be 3% for each employee. Johnson moved and Pritchett seconded. Ayes – 5. The motion carried.
- b. Budget proposal to submit to city: The budget committee presented the proposed budget numbers with a \$3500 increase to books and subscriptions so we can expand the e-book and audio book collection, an extra \$100 in the advertising line item, a \$250 increase in the operational supplies line item, a \$50 increase in the software

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- support line item, a \$500 increase in the programming line item, and no capital improvement money requested. Hansen moved and Kettwig seconded to show line item increases to the new budget and submit to the city as proposed. Ayes – 5. The motion carried.
- c. Endorsement of NCRC and Skilled Iowa via Iowa Works: The Director was approached by IA Works requesting the library be an endorser of this program. This is a program where unemployed, through testing, can receive a Readiness Certification by Iowa Workforce Development. Kettwig moved and Pritchett seconded to be an endorser. Ayes 4 – Nays – 1 (Hansen). The motion carried.

Discussion: Director Jensen spoke with Mayor Faas about getting permission to close up the window in the gathering room and received it. They also discussed going back to the arrangement of the library paying for 25% and the city paying 75% of costs for library maintenance and repairs and that was agreed upon as well.

Adjourn: The meeting was adjourned 7:05 p.m.

Respectfully submitted,
Kathleen Johnson, Secretary