

**EVANSDALE PUBLIC LIBRARY  
MONTHLY BOARD OF TRUSTEES MEETING  
April 21, 2014**

**Call to Order:** The meeting was called to order at 6:01 pm.

**Roll Call:**

Present: Borwig, Burkett, Hansen, Johnson, Kettwig, and Pritchett.

Absent: Nichols and Rasanen

Director Jensen was in attendance.

A quorum was present.

**March Minutes:**

Kettwig moved and Hansen seconded to approve the minutes. Ayes – 6. The motion carried.

**Approval of March bills to be paid in April:**

The bills were reviewed. Hansen moved to pay the bills and Burkett seconded. Ayes – 6. The motion carried.

**Treasurer's Report:**

Burkett gave the Treasurer's report.

**Circulation Report:**

The circulation report was reviewed.

**Old Business:**

- a. Carpet Squares for Program Room: This was tabled until Nichols could be here since she was gathering information.
- b. Youth Department Seating: Jensen noted that the seating had been ordered and in fact would arrive on Thursday for installation.

**New Business:**

- a. Multimedia Cabinet Purchase approval (Millbridge): Hansen moved and Kettwig seconded to approve the purchase of the new multimedia cabinet from Millbridge in the amount of \$1,290.24 to be paid from Open Access. Ayes – 6. The motion carried.
- b. New Computer for Director's Desk: Director Jensen noted that they did not purchase a new computer for the Director when all eight computers were replaced, both in the public access computing stations and the circulation computer, because at the time there was nothing wrong with it. However, it has Windows XP on it and there is not enough RAM to upgrade to Windows 7. With the cessation of Windows XP support, there is a possibility it will become a problem sooner rather than later. Hansen moved and Borwig seconded to approve Director Jensen to find and purchase a new computer for the Director's area with Windows 7 and a cap of \$600 for the purchase. Ayes – 6. The motion carried.
- c. Freegal Renewal: Director Jensen said that she had forgotten about the extension they received for paying in full the last time around, so technically this does not need to be decided until September, but since it was on the agenda it could be discussed. She

said the last time around the library paid \$1100 for the year's subscription. She said that this time around it was reduced to \$750 for the year with no set-up fee. It was asked how many songs had been downloaded and Jensen said since starting in July 2013, 183 songs have been downloaded. Burkett said she's used it and really likes it. Hansen said he didn't feel that we should "give away stuff." It was asked of him what he felt the difference was between the music and the audiobook/ebook database we subscribe to and he said "those you check out and return. These are being given away." He again reiterated that we should not be in the business of giving away things. Director Jensen noted that we give away things all the time: books and other incentives during the summer reading program, pens, note pads, koozies, magnets, calendars and gift cards as program prizes. It was decided that the library would advertise again to see what kind of circulation increase it might get, and the board will hold off on making a decision until the deadline gets closer.

**Discussion:**

- Director Jensen noted that she was having surgery in May and would need to have the May meeting moved back, ahead or cancelled. Discussion was held and since May 26<sup>th</sup> is Memorial Day that was not an option. The meeting will be moved ahead from May 19<sup>th</sup> to May 12<sup>th</sup>, same place and time.
- President Johnson said that now that we will have this neat piece of furniture in the kid's department, we should consider a story-time for kids. She said she thought maybe John Mardis or Arlene Hahn may be interested in reading. Director Jensen asked if this was something she thought we should be doing during business hours, before or after. Johnson recommended that the library staff poll the users with small kids to see what days and times would work best.

**Adjournment:** The date and time of the next meeting will be May 12, 2014 at 6:00 PM. With no further questions or comments, the meeting was officially adjourned at 6:40 PM.

Respectfully Submitted,

Shannon Jensen, Library Director