

**Wayne Public Library Board of Trustees**  
**Tuesday, December 3, 2013 / 5 p.m., Conference Room**

**MINUTES**

The meeting was called to order at 5:02 p.m.

Present: Joel Ankeny, Spring Dahl, Jenny Hammer, Ellen Imdieke, Dennis Lipp, and Lauran Lofgren, Library Director.

Anyone desiring to view the Open Meetings Act may do so. The document is available for public inspection and is located on the south wall of the Library/Senior Center Conference Room.

The minutes from the previous meeting were approved as presented.

The financial report was approved as presented.

Notes: Paid for many things: subscription, etc.

Received a NLC refund for conference attended in November.

**DIRECTOR'S REPORT**

Note: LKL is trying a new spreadsheet for stats. She will continue to use that format.

- Statistics

	OCT2013	NOV2013	NOV2012
Circulation	4913	4498	4520
Patrons	3876	3267	3438
Meeting Room	8	8	10
Reference ?s	125	97	188
Computer ?s	107	58	180
Phone Calls	339	329	389
OPACS	166	103	233
AWEs	342	258	476
Internet	840	772	939
New Patron Cards	31	17	Na
Items Added	197	230	101
Items Deleted	143	40	3

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**Staff Activities**

- Finished up fall programming for adults and youth
- LKL, JOsnes, RMcLean attended a required city health insurance meeting
- LKL participated in a state-wide webinar covering a variety of issues concerning Overdrive, our downloadable book service
- Work has begun on the annual report that is due to the state in February

- Discussion has begun with the staff about possible ways to shift the collection to make room for the growth in large print books
- Spent much of the month preparing for Santa story time (tonight at 6 pm)
- RMcLean is working with the senior center and Omaha author Joy Johnson (the Burned Out Old Broads series) for a February program

#### OLD BUSINESS

- Filtering discussion – policies and procedures: LKL has been testing Smooth Wall Software as a possible filter for the library. The software will be tested in the library's computer lab. She will also be checking with the City Attorney in regard to questions raised in the meeting. As of meeting time, no decision had been made to order the software. It was agreed to order "privacy screens" for the computer monitors in the lab.

#### NEW BUSINESS

- The City of Wayne Administration suddenly reduced both RMcLean & JOsnes hours from 34 to 29, leaving both a big cut in salary for them, and a big hole in staff hours for the library.
- LKL is trying to regain some of their salaries by moving them to grades comparable with other cities Wayne's size. This is dependent upon approval by the City Council.
- LKL is currently developing a plan to regain the staff hours that will be lost.

Meeting adjourned at 5:45 p.m.

Respectfully submitted,

Jennifer Hammer, Secretary