

Wayne Public Library Board of Trustees
Tuesday, September 1, 2015 / 5 p.m., Conference Room

MINUTES

CALL TO ORDER

ROLL CALL. Board members Joel Ankeny, Dennis Lipp, and Ellen Imdieke were present. Two board seats are currently empty. Library Director Lauran Lofgren also attended.

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 Library Board may go into closed session to discuss certain agenda items to protect the public interest or to prevent the needless injury to the reputation of an individual and if such individual has not requested a public hearing.

APPROVAL OF MINUTES. Minutes were approved. Moved: D. Lipp, Seconded: Ellen Imdieke

FINANCIAL REPORT. Total budget expended is currently at 78%, with several bills yet to come in for materials, the ad for Rec and Leisure flyer. September will be a 3 paycheck month. It is anticipated that a majority of the savings in Temporary Wages will be offset by unexpected increases in the Group Health line item. Financial report was approved. Moved: Ellen Imdieke; Seconded: D. Lipp

DIRECTOR'S REPORT

- Statistics: Circulation overall continues to be down about 5% from last year. Other statistics show the normal month to month variation.
- Activities
 - Allison Backer resigned effective August 28 to take another job. She will remain on our sub list.
 - Two new staff members were hired: Angela Swan and Ryan Lueders. They have begun training.
 - RMcLean facilitated "Extraordinary Tuesdays" at the senior center throughout August, inviting people to bring in items and share info about them. Well received. This was the final part of our adult summer reading program with the theme "Escape the Ordinary."
 - LKL participated in a webinar on ways to promote Freegal, our downloadable and streaming music service.
 - JOsnes spent time at Runza during the Great Books for Great Kids promotion, speaking during the live radio broadcast and helping out busing tables, etc. Record setting day, with over \$460 raised for the children's collection. We have not yet received the final tally from Runza.
 - LKL spoke at Rotary, sharing information about new activities at the library and answering questions
 - LKL met with LJohnson and councilmember Nick Muir to discuss budgeting, staffing, and staff duties

- The application for reaccreditation was submitted, and we are tentatively approved at the Gold level for the next three years. Final confirmation will come sometime in October.
- LKL attended city council meetings and the annual budget work session for the council
- The library has received confirmation of 2016 funding from the county of \$6500
- The library staff handbook has been updated and copies made available to staff members
- Work continues on creating a volunteer handbook
- Water was leaking in at floor level on the north end of the library. City staff reworked the landscaping outside and after the last big rain of over 2" the carpet was completely dry.
- The panels for the timeline have been delivered and are waiting to be installed. Formal presentation to the public will be at a chamber coffee scheduled for September 25.

OLD BUSINESS

- 2015-2016 budget. Waiting for public hearing on budget and final council approval.
- Technology Plan Review. Tabled.

NEW BUSINESS

- Request for staff members to attend fall conference. Approved.
- Request to close early on October 23 for staff in-service. Approved.
- Election of officers. President: Joel Ankeny; Vice President: Dennis Lipp; Secretary: currently open