

Wayne Public Library Board of Trustees  
Tuesday, September 13, 2016 / 5 p.m., Conference Room

MINUTES

CALL TO ORDER: Ankeny called to order 5:01 pm

ROLL CALL: Ankeny, Costa, Imdieke, Quance, Lofgren

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 : Imdieke made motion, 2<sup>nd</sup> by Costa, passed

FINANCIAL REPORT : See note under old business, budget 2016-2017. Motion made to accept by Imdieke, 2<sup>nd</sup> by Costa, passed

DIRECTOR'S REPORT

- Statistics
- Activities
  - LKL attended budget work session with city council
  - LKL met with Amy Miller regarding long overdue accounts
  - LKL worked with BrainHQ on trial and test accounts
  - JOsnes held Back to School event
  - LKL, RMcLean, JOsnes manned a table at the annual WSC Business and Organization Expo for new and returning students.
  - Runza held their annual Great Books for Great Kids event, with 10% of sales coming to WPL for children's book purchases. Haven't heard amount... was a very rainy day so may be down from previous years.
  - RMcLean ran Treasure in the Trunk. 4 or 5 vendors and 50+ shoppers. Final one of the season is October 1.
  - August projects completed include clean out of the storeroom, relabeling and shifting of the Nebraska collection, and progress made towards shelf reading in the children's room.
  - Received notice from County Commissioners that funding will continue in 2017.
  - LKL, JOsnes, and RMcLean all took vacation time during August.

OLD BUSINESS

- 2016-2017 budget – 2 changes: temporary wages – same number of hours as approved last year, but a little lower dollars due to new employees with lower wages; \$10,000 capital funds removed because \$90,000 current available for building improvements

- BrainHQ – stimulating activities. \$1000 for 24/7 access. We have verified that when a patron signs up for BHQ their account must be clear and active. We are working through what happens if account is blocked or inactive at any time after initial registration. If that can't happen, do you want to proceed with the purchase? Board had favorable comments, and agreed for going ahead and starting subscription and drop Ancestry Library Edition.

#### NEW BUSINESS

- Procedure for handling long overdue accounts. Amy Miller from City offices came and discussed various methods to handle. Motion made by Quance, that Lofgren will draft a letter that will be sent to patrons with fines concurred in the last 18 months. Board will review policy and make some possible changes after seeing what results the letter gets. Costa 2<sup>nd</sup>, motion passed.

ADJOURN: 5:47 pm