

Wayne Public Library Board of Trustees
Tuesday, March 7, 2017 / 5 p.m., Conference Room

MINUTES

CALL TO ORDER Called to order by Imdieke 4:59. (Ankeny absent)

ROLL CALL: Imdieke, Carollo, Costa, 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: Quance made motion to approve minutes, seconded by Carollo. Motion passed.

FINANCIAL REPORT: Lofgren reported budget on track. Costa made motion to approve, Corollo seconded. Motion passed.

DIRECTOR'S REPORT

- Statistics
- Activities
 - LKL, JOsnes, RMcLean took a mini-retreat to plan spring and summer events, and plan for the transition to the new director and youth services positions
 - LKL attended the annual city council retreat
 - Long overdue project continues. A few things have come in – have not yet heard from Amy Miller how she plans to proceed with the remaining accounts
 - WLF has received a few memorials for books to be added to our collection
 - JOsnes visited Rainbow World for a Cat in the Hat evening event, then was at the public schools twice also representing the library as Cat in the Hat
 - LKL and RMcLean met with Deb U. of the Public Health Department to discuss the library becoming a “Health Hub.” A trial program will begin in May, with monthly visits to the library offering blood pressure checks and cancer screening kits and advice
 - RMcLean is gearing up for the new season of Junque in the Trunk (note new name of event)
 - Two more Smartphone classes will be offered in March and April, thanks to Chele Meisenbach (Session well attended, will be offering more)

- The library is working with REAP to provide educational classes for area entrepreneurs. March will see two Quickbooks classes and a workshop on Social Media for Nonprofits.
- Mardi Gras was a success with 64 people participating throughout the day and 16 children taking part in the after school craft
- JOsnes and Kim Endicott held a birthday bash for Laura Ingalls Wilder (150th anniversary of birth). 52 people participated at the library where they churned butter, watched video about Little House on the Prairie, and did several other activities. Several also went to WSC to see the one-room schoolhouse that the college was kind enough to have open for this event. (All who attended thought was fun event)

OLD BUSINESS

- Review of job notice for Library Director position All liked the new wording at beginning of ad. Costa made motion to accept the wording of the ad, Quance seconded. Motion passed.
- Discussion of job description for Library Director position : omitted “use hands to finger, handle, or feel.” Motion to accept changes made by Carollo, seconded by Costa. Motion approved.
- Discussion was held on where to place the ad. Due to cost, LKL will check out costs and make decision as to where to place ad.

NEW BUSINESS

- Discuss procedure for hiring Youth Services Librarian : Board thought process was well planned.
- Library policy review A (first third of policies) Went through first third, will continue at next meeting. (Try to review, so if have any ideas or changes, are ready to present.)
- Quance talked about a list of webinars that would be for board. Quance is to send website to LKL, so she can review.

ADJOURN: Motion made by Carollo, seconded by Costa. Meeting adjourned at 5:56