

Wayne Public Library Board of Trustees  
Tuesday, June 6, 2017 / 5 p.m., Conference Room

MINUTES

CALL TO ORDER: Ankeny called to order at 5:03 pm

ROLL CALL: Carollo, Costa, Ankeny, Quance, LKL. Absent Imdieke

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 : Motion made motion to accept as is by Carollo , 2<sup>nd</sup> by Costa. Motion passed.

FINANCIAL REPORT : LKL made mention that salaries quarterly is coming up and will be bill for air conditioner replacement on next month's report. Motion made to accept as is by Quance, 2<sup>nd</sup> by Carollo. Motion passed.

DIRECTOR'S REPORT

- Statistics – staying pretty steady
- Activities – preparing for summer rush
  - Intern selected and training begun. Tahlia Reynolds is doing a great job. We received the funding from the state in addition to money from the Friends and Foundation, so she will continue into the early fall.
  - Total of 8 applications have been received for the director's position. Packets were made available to board members for review prior to June board meeting.
  - Staff procedure book updates are pretty much complete. Work continues on procedure books for director, adult services, and youth services.
  - Received notification of state aid money for 2017. We will receive a check for \$1437.
  - Chele Meisenbach held a smart phone class
  - JOsnes and RMcLean held a training session for summer reading program pages
  - Staff shelf read the children's room in preparation for summer reading program.
  - JOsnes and RMcLean spent significant time preparing for both the youth and adult summer reading programs. Kick off was on May 31 with 244 people attending at the city auditorium. Presenters from Henry Doorly Zoo were excellent and the event was a big hit.
  - JOsnes finished up her Wayne Leadership 2.0 commitment.

OLD BUSINESS

- Library policy final review : Motion made by Carollo that would allow LKL to substitute different phrasing for Section G-4. Motion 2<sup>nd</sup> by Costa. Motion passed
- 2017-2018 budget : Motion made to accept as is by Quance, 2<sup>nd</sup> by Carollo. Motion passed.
- Update on hiring process : Board identified 3 candidates they want to interview. Ankeny will set up interviews for the week of June 22 through June 29. He will give suggested salary range before setting up the time and inform them they are to present a 5-10 minute presentation as part of their interview.
- Discussion of Interview Questions and selection process : Questions are set. LKL will create form with questions listed and space after each for comments. Additional question to be added is to ask about their knowledge or awareness of "Makerspace."

#### NEW BUSINESS

- Discussion of Library Innovation Studios grant opportunity. LKL presented information about this grant which would be used for "Makerspace." Quance made motion to have LKL complete most of the application and then decision will be made whether to submit after interviews. Grant has to be submitted by midnight July 10. Motion 2<sup>nd</sup> by Carollo. Motion passed.

ADJOURN : Costa made motion to adjourn, 2<sup>nd</sup> by Quance. Meeting adjourned at 6:00 pm.

Note: next meeting will be held July 11.