

Wayne Public Library Board of Trustees
Tuesday, April 3, 2012 / 5 p.m., Conference Room

MINUTES

The meeting was called to order at 5:04 pm.

In attendance: Dennis Lipp, Spring Dahl, Mollie Spieker. Absent: Joel Ankeny, Jenny Hammer.
 Also in attendance: 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 meeting minutes and treasurer's report were both approved as written.

DIRECTOR'S REPORT 50% of year

- Statistics
- | | FEB12 | MAR12 | MAR 11 | % of Previous Year Total |
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Circulation	5291	4871	5463	46
Patrons	3990	4125	4696	36
Meeting Room	10	9	4	81
Reference ?s	208	120	260	36
Computer ?s	92	126	172	25
Phone Calls	370	482	431	46
OPACS	227	189	277	43
CD-ROMs	408	545	768	29
Internet	791	882	1072	43
New Patron Cards	29	26	32	39
Items Added	146	123	155	46
Items Deleted	43	69	105	23

- Staff Activities
 - Great turnout for Easter Egg hunt... 44 kids and 36 adults found close to 500 eggs scattered around the library/senior center lawn
 - Library received memorials for John Addison, Faye Peck, Marie Ewing, and Lawrence Backstrom
 - LKL gave a library presentation for the Wayne Women's Club
 - JOsnes visited local schools as the Cat in the Hat
 - LKL attended OneLibrary Consortium quarterly meeting. South Sioux City is leaving the consortium sometime in the next year
 - RMcLean and JOsnes represented the library at the Health Fair held in the city auditorium
 - LKL, RMcLean and JOsnes attended a NIMS training session
 - JOsnes presented to MOPS
 - Staff has started preliminary steps for an inventory of items in the library valued at over \$100
 - Work continues on digitizing old library minutes

- There are 8 more rolls of Wayne Herald to be digitized and that step of the project is complete. Next step is to continue dividing out the month-long files into one issue per file to allow the downloading of the information to be easier for remote access
- Aaron Shear who has volunteered at the library for the past several years is moving to Colorado with his family. The library hosted a small farewell party for him as a thank you for his many hours donated.

OLD BUSINESS

- Review of Disaster Plan – The board discussed that the library has no storm shelter as well as other recommendations regarding sticky facets of the disaster plan. Glass breaking tools will be installed in the children’s room and workroom. Spring moved to sign-off on the changes made to the plan. Mollie seconded. Motion passed.
- Begin review of Library Policies – Went over changes in “Check Out and Renewals” – also “Fines and Overdue Materials,” “Hours of Service” and “Miscellaneous Fees.”

NEW BUSINESS

The meeting adjourned at 5:41 PM.

Respectfully submitted,
Mollie Spieker