Solon Public Library Board of Trustees Minutes Regular Board Meeting, December 14, 2009

In Attendance: T L Green, Pat Ikan, Chuck Panzer, Margaret Pardini, Kari Pyle and Susan Whetstine. Library Director: Kris Brown.

Board Members Absent: Deanna Kleinsmith.

Call to Order: President Panzer called the meeting to order at 7:00 PM.

Approval of the Agenda: Green made motion, seconded by Pardini to approve the agenda. Motion carried.

Approval of Minutes: Green made motion, seconded by Whetstine to approve the amended minutes of the November 9, 2009 meeting. (Panzer met with the Mayor but not the City Administrator.) Motion carried.

Citizen's Speak: None.

Correspondence: None.

Committee Reports:

- 1) Pardini reported she received the service agreement from Andy Johnson, administrative assistant for the Johnson County Board of Supervisors. She will attend the Supervisors meetings when Library concerns are on the agenda.
- 2) Pyle reported she renewed CD#2 in the amount of \$121,615.09 for twelve months at 1.71% interest rate at the Bridge Bank. The CD matures 11/22/10.
- 3) Whetstine reported the Foundation netted \$260 on the auction of the dollhouse.
- 4) Panzer reported the next City Council meeting is Wednesday, 12/16/009.

Librarian's Report: Library Director Brown presented a written report:

- 1) Deena Foss will be the part-time Youth Services Coordinator. Beginning in January 2010, after school activities for this school year will be on Tuesdays and Thursdays from 3:00 to 6:00PM.
- 2) One of the computers at the circulation desk failed and needs to be replaced—especially now that barcodes need to be scanned.
- 3) Two donations were received recently. The Coralville/North Rotary Club donated \$1,500 to support children's literacy in the community. The Pilot's Club of Iowa City donated \$400 for large print or audio books to support community members who have difficulty reading due to brain injury, stroke or other conditions.

Approval of Bills: The bills were presented and reviewed. Green made motion, seconded by Pyle, that the bills be approved. Motion carried.

Old Business:

- **1) Long and Short Range Goals and Objectives:** Page Five (Programs and Services) and Page Six (Public Relations) were distributed and reviewed. Pages seven and eight will be reviewed at the January, 2010 meeting.
- **2) Staff Wages:** Pyle made motion, seconded by Whetstine, to discuss staff wage increase for fiscal year 2010-2011. Discussion points included: 1) the consideration of a total percentage increase versus a split percentage increase for cost of living and merit; 2) consideration of the tripling cost of health benefits for the full time positions of the Library Director and the Youth Services Librarian. No action was taken at this time.
- **3) Fee Card Policy:** The 9/18/06 Fee Card Policy was presented. Ikan made motion, seconded by Pyle, to approve the Fee Card Policy but with the change of the word "would" to "could" in the sentence "Examples of area communities that (would/could) be affected:". Motion carried.
- **4) Circulation Policy and Library Cards (Registration):** The March, 2008 policy was presented. Green made motion, seconded by Whetstine, to re-adopt the policy as written. Motion carried.

New Business:

1) Sex Offender Policy: Ikan presented a copy of the Iowa Code and a draft policy based upon a compilation and review of seven area library policies. Green made motion, seconded by Whetstine, to accept the Sex Offender Policy draft as modified. Motion carried.

Adjournment: Green made motion, seconded by Pyle, to adjourn. Motion carried. The meeting adjourned at 8:30 PM.

The next SPL Board meeting will be on Monday, January 11, 2010 at 7PM.

Agenda for the Monday, January 11, 2010 meeting:

- 1) Long and Short Range Goals and Objectives-pp. 7&8
- 2) Orientation/Organization of the new Board

Respectfully Submitted,

Patricia A. Ikan, Secretary