Solon Public Library Board of Trustees Minutes

Regular Board Meeting April 12, 2010

Members In Attendance: Ron Herdliska, Deanna Kleinsmith, Chuck Panzer, Margaret Pardini, Kari Pyle, Paula Sears, Director Kris Brown.

Members Absent: T.L. Greene

Call to Order: 7pm

Approval of Agenda: Motion by Sears. Second by Herdliska. Passed unanimously.

Approval of Minutes: Motion by Pyle, second by Sears. Passed unanimously.

Citizens Speak: Solon Mayor Rick Jedlicka and City Administrator Cassandra Lippincott addressed the board to share ideas/questions/ from an earlier meeting with Director Brown. A number of items were explored: including city of Solon's close financial and maintenance connections with the library; supporting increased budget requests by keeping city updated on projected staffing needs, programming needs (eg after school program) and future space needs; effective use of volunteers; comp time; work at home policy; basement use, organization and spring clean up.

Committee Reports:

-Budget/ CD's -CD renewal next meeting New task force/committee with American Legion: see new business

Librarian's report/Approval of bills:

-Motion by Pardini, second by Kleinsmith to pay bills as presented. Motion passed. -A summary of current library staff and volunteer staff, including hours and responsibilities was presented to board and city representatives. 2FTE's, 3 PTE's (15-20 hrs/wk), library page (10 hrs), custodian (12 hrs), teen program. coordinator (12 hrs), to cover library hours, maintenance, programming needs, processing, ordering, et.al. Clarification of comp time vs. overtime.

Old Business:

-Possible discussion and action regarding wage comparisons of our staff vs similar size libraries and neighboring communities: Brief presentation of ongoing comparisons has some challenges when comparing SPL as we are rated C size by State Library of Iowa, yet our service population area much larger than most small town libraries due to rural resident usage (over 50%). Further discussion **tabled** until more information gathered.

-Review and possible action regarding approval of final draft of short/long term goals: **Motion** by Pardini, second by Kleinsmith to approve updated form 3/2010. Motion passed.

New Business:

- -Review and possible action regarding a budget amendment: Motion by Pardini, second by Pyle to submit budget amendment to city to cover shortfall (\$10,000/health insurance) from Trust and Agency income. Discussion: Next year's budget has addressed this shortfall. Motion passed unanimously.
- -Discussion and appointment of committee members for joint review committee with American Legion. Reported by Panzer that a task force has been formed with representatives from Library Board (Greene?), American Legion (TBA), Friends of the Library (Schlotfelt?), Library Foundation (Herliska) to investigate future building concerns/ space needs. Requested that task force also keep city updated on issues and needs.
- -Discussion and possible action of building maintenance funding; Tabled.

Next SPL Board meeting: May 10th, 7pm, SPL

Proposed agenda items for May: Building maintenance fund, Wage comparisons, CD renewal, policy reviews due (privacy and challenges to materials), review of possible change in board meeting dates, possible board training review.

Adjourn 8:35pm: Motion by Kleinsmith, second by Herdliska.