## **Solon Public Library Board of Trustees Minutes** (approved)

Regular Board meeting Date: April 24, 2011

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

Members Absent: T.L. Green,

**Call to Order:** 7pm by Vice president Pyle.

**Approval of Agenda:** Motion to approve as revised by Panzer, second by Sears. Motion carries unanimously.

Approval of March minutes: Tabled until April.

**Correspondence:** None **Committee Reports:** 

- -Marketing
- -Foundation Liaison:

-Herdliska reports on land purchase/update. Offer to buy has been accepted by the Solon American Legion for \$22,000 for the lot north of library. Copy of the agreement has been given to city attorney and Legion attorney for final approval. Library board would like to see first option to purchase any other Legion property should it become available. In addition to the purchase price, fee estimates are \$325 for the appraisal, \$1200-1500 for abstract and legal fees.

- -Library board secretary will make sure a file is held regarding land purchase and agreements.
- -City Council Liaison
- -Johnson County Board of Supervisors:
- -Budget/CD's: see new business
- -Building/expansion
- -Policies

**Librarian's report:** Written and verbal report submitted with following highlights:

-Language program update. Free trial of new data base "Tell Me More Languages" software being trialed, would have subscription fee of \$250 for next year . Does not offer as many languages as BIKI ((\$2000/yr), but maybe more user friendly and cheaper. Regional library has made group purchase providing this free trial and group rate. (20 libraries needed). Currently there are approx. 50 users.

- -10<sup>th</sup> Anniversary funding goals have been reached.
- -Circulation software: Thanks to Martin Andreas for a donation to library technology, (\$2000). State funds twill also be used to purchase updated circulation software. Solon Schools Media Director Kathy Kaldenburg is helping with transition to the updated software.

- -Meeting room dividing wall: Awaiting additional quotes. Budget amendment already approved for this. Payment will come from this fiscal year, though actual installation may be after summer reading program.
- -American Legion Memorial Poppy donation can okay'd. Legion reps understand SPL cannot be responsible for overseeing donations .
  - -Game Day for Adults scheduled May 1st 2-4pm.
- -Approval of bills: Motion by Herdliska, second by Pardini to approve bills as presented. Motion carries unanimously.

## **Old Business:**

-Discussion/possible action regarding city/county communications: Good turnout for city/county joint meeting, with good representation by SPL board. County funding requests for SPL noted to have increased at a higher percentage than other county libraries, but it is also noted that % of SPL budget fro county is higher than other county libraries d/t rural users. Revised budget: Total is \$242,103.84 . County funding then applied to this reduction at a rate of 53.3%. The \$14,00 cut is proportioned between the two bodies. (please note these figures are updated from April 24th meeting per Director Brown). More meetings proposed between county and library reps to be determined. Pardini will attend. It is proposed to create a new county/library funding formula as the old one has been withdrawn by the county. No action.

-Discussion possible action regarding staff wages and guidelines for increases: Awaiting more information from city on merit and COLA guidelines in order to apply them to SPL employees.

-Anniversary Celebration: \$3300 raised or pledged for the \$3400 needed. MOTION by Pardini, to pledge up to \$500 to Celebration. No second to the motion. SPL would like to use advertising publicity funds for this as they are available for use at the director's discretion. Funding for the anniversary funding will be as follows: Foundation:\$1,500; Friends: \$1,000; Donations \$100 and \$500.

## **New Business:**

- -Discussion /possible action regarding CD's maturing: MOTION by Panzer, second by Pardini, to renew CD (#3) maturing @ \$148,484.67 at Hills Bank, LESS \$35,000 needed for land purchase and legal fees. To be renewed at a rate of 1.24% for 18months. Motion carries unanimously.
- -Discussion /possible action on technology plan update: 2008 Policy reviewed and updated. Please review for May meeting. Numerous items on plan have been completed.
- -Discussion/possible action regarding updated donation policy: Motion by Kleinsmith, second by Sears to adopt revised donation policy. Motion carries unanimously. Note: State of Iowa requires that items purchased with public funds need to be documented if sold or discarded. Donated items are accepted on behalf of Friends of SPL and addressed in the policy.

Next SPL Board meeting: May 16th, 2011 7pm

Next meeting agenda items included but not limited to: technology plan update Review budget cuts Review COLA and Merit Steps and grades

Director pay : Salary vs Hourly

## Adjourn