Solon Public Library Board of Trustees Minutes (approved)

Regular Board meeting Date: November 28, 2011

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

Members Absent:

Call to Order: 7pm by President Green

Approval of Agenda: Motion to approve agenda by Sears, second by Panzer. Passed unanimously.

Approval of minutes: Motion to approve agenda by Panzer, second by Kleinsmith. Passed unanimously.

Correspondence: Letter of resignation from Library Board submitted by Ron Herdliska as he has been elected to Solon City Council. Congratulations to Ron on his election. He will serve on the library board through December as his appointment to city council begins in January 2012. Thank you Ron for your great service to the board!

Citizen's Speak:

Committee Reports:

- -Marketing New 2012 promotional calendars available. The new design is sized to fit on laptops. Marketing committee is continuing to investigate design and costs for LED signage for library.
- -Johnson County Board of Supervisors: Copy of new contract between Johnson County and Library attached. 1) Agreement for Library Services to Rural Johnson County, 2)Exhibit A: Funding Formula. 3) Exhibit B: Information to be provided to county. Changes in agreement moves the deadline for submitting initial budget to county to Jan 8th. Annual levy cap will be reduced to 3 cents. Information the county would like submitted is defined in Exhibit B
- -Budget/ CD's One of the three CDs is due. Info on rates not available for this meeting. However, MOTION by Kleinsmith, to renew/rollover said CD at 12 month rate, at whichever bank it is held currently. Motion passed unanimously.
- -Building/expansion
- -Policies

Librarian's report: Written and verbal report given with the following highlights:

- -Annual Legislators Reception hosted by county Libraries will be Dec $14^{\rm th}$ at N.L Community Library. Pardini will attend.
- -Circulation #s for Oct '11-7,321. (Oct '10-6,475.... Oct '09-5,571)
- -Thanks you to individuals and organizations for recent donations to the SPL: \$700 from the Morse Community supper will be used toward the audio book collection.

\$1,000 from Martin Andreas will go towards public computer replacements, combined with State of Iowa funds.

\$270 from the Graham Champion 4-H club, will be set aside for meeting room cleaning.

\$4,000 in honor of Nick Hauser will used for young adult projects and book purchases, for this year and next year.

Motion to pay bills by Sears, second by Pardini. Passed unanimously. This includes "ballast replacement" for lighting in the library.

Old Business:

Discussion/possible action regarding open positions on library board. Current terms according to WEBSITE:

Panzer (city rep through 2012)

Herdliska (city rep through Dec 2014, will need new member d/t resignation)

Pardini (rural rep through 2013-resigning, will need replacement)

Kleinsmith (rural rep through 2013)

Green (rural rep through 2011) Sears (city rep through Dec 2014)

Pyle (city rep through 2015)

Applications for two seats were reviewed and recommendations for 1 ruaral and 1 city rep will be submitted to Mayor's office for final approval.

Review /possible action regarding fines and fees. Motion by Kleinsmith to approve Fees and Fines policy Second by Herldliska. Policy reviewed and passed unanimously without any changes.

Discussion/possible action regarding 2012-2013 budget proposal. The Health Insurance line item will be increased by 8%, which is the same as other city employees. This clarifies that which was previously approved. No action needed.

Discussion/possible action on wage ranges. This is ongoing, with part time ranges proposed at \$8 - \$13 range.

New Business:

Discussion/possible action regarding library bi-laws. Motion to accept by-laws, without revision by Kleinsmith, second by Pyle. Passed unanimously.

Next SPL Board meeting: December 26th,2011.

Next meeting agenda items included but not limited to: Introduce new board members if approved by mayor SPL Board self evaluation. Policy reviews?

Adjorn