

Minutes of Solon Public Library Board

Date : 10/23/17

Present: Paula Sears, Bill Waldie, Seth Smith, Jackie Nemecek, Katie Patel, Bob Lancaster, Kris Brown (Librarian)

Absent:

Call to Order: The meeting was called to order by Nemecek at 7:00p.m.

Approval of Agenda : Upon motion by Waldie and second by Sears, the agenda was unanimously approved.

Approval of minutes of previous meeting: Upon motion by Patel and second by Waldie, September 2017 minutes were unanimously approved. Approval of July minutes are tabled until November, 2017

Citizens Speak: The Library received a thank you note and plant from Nelson Electric for allowing them to work on our light and ballast project.

Committee Reports :

- Building Facilities (Lancaster) Scott Kleppe was able to create the part needed to repair our divider wall and will not charge the Library for it. CR Raynor will take care of the repair at a small fraction of the cost that we would have spent had we replaced the entire wall.
- County (Waldie) - None
- Policies (Patel) - None
- CD/Finances (Sears)- None
- Marketing (Waldie) - None
- City/Library Committee (Patel/Nemecek) - None

Librarians Report:

- The Library staff has pared down the CD and magazine collections and moved shelving and displays to improve traffic flow and optimize space.

- The High School sponsored “community read” will be held 11/21/17 at the High School from 12:00-1:30pm. The selection this year is “The Immortal Life of Henrietta Lacks” by Rebecca Skloot.
- The family Halloween Party will be held Thursday 10/26/17 6:00-7:30pm at the Library. Volunteers are needed.
- Friends of the Library received a large book donation last spring and will be holding a special book sale on Saturday 12/2/17 from 9:00am-Noon.

Approval of Bills : It was recommended that the bills be approved for payment. Upon motion By Lancaster and second by Waldie, the bills were unanimously approved.

Foundation Treasurer’s Report - The Treasurer’s report was presented for review to the Board of Trustees.

Old Business:

Review and possible action regarding the dividing wall in the meeting room.

As discussed under the facilities report, the dividing wall will soon be repaired at a minimal cost to the library (saving upwards of \$25,000, the cost of replacing the wall).

Review and possible action regarding the review of the Interlibrary Loan Policy.

Upon motion by Waldie and second by Patel, the revised Interlibrary Loan Policy was approved with changes. The final policy is available for reference.

Review of report (Jackie) and future poster (Seth) for Joint Meeting

Waldie will be present at the Joint Meeting on Monday 10/30/17 to give an update on what the Board of Trustees has been working on for the past year. Highlights include installation of the ICN for faster internet service and at great savings to the Library, installation of ballasts and lights throughout the library saving the library tens of thousands of dollars over the coming years, a list of policies that have been reviewed and approved, our plans to review the long range plan for the library in the coming year and our 3 openings on the Board. Seth Smith has designed a poster that will be used to promote future Board openings which will help serve as an example for the other boards at the upcoming joint meeting, as a marketing method to help distinguish for the public the differences between our boards and the purposes they serve.

New Business:

Review and possible action regarding the CD’s that are coming due.

The Library has one CD maturing on November 22nd with Solon State Bank with a current balance of \$155,111. Upon motion by Patel and second by Waldie it was approved by majority vote with 1 dissenting vote by Sears to move \$75,000 out of Solon State Bank and transfer that to University of Iowa Community Credit Union. It will be deposited into their 35 month special at 2.15% APY and the balance with Solon State Bank will be reinvested at .75% APY for 36 months. It is understood that both of those offers are subject to change at any time and if there

is a drastic change in rates or terms, this can be readdressed at the November meeting, which is within the 10 day grace period of renewal.

Review and possible budget for fiscal year 2018-2019

Tabled for the November 2017 meeting.

Adjournment: Waldie moved to adjourn, Smith seconded. Meeting adjourned at 8:22pm

Next Meeting: November 27th at 7:00p.m.