

## Minutes of Solon Public Library Board

Date: March 28, 2018

**Present:** Jackie Nemecek, Bill Waldie, Bob Lancaster, Seth Smith, March Sutton, Jane Carr, Megan Richardson, Kris Brown (Librarian)

**Absent:** None

**Call to order:** The meeting was called to order by Nemecek at 7:03 pm.

**Approval of agenda:** Upon motion by Richardson, second by Carr, the agenda was unanimously approved.

**Approval of minutes of previous meeting:** Change to add welcome of new members. Upon motion by Lancaster and second by Sutton, the February minutes were unanimously approved.

**Citizen's speak:** None. Guest visitor from University of Iowa. Correspondence: thank you from winner of 'Blind Date' contest.

### Committee Reports:

- **Building/Facilities (Lancaster):** No call back from Raynor for over a month. Lancaster requested Scott from City pursue the fix.
- **Financial (Richardson):** None
- **County (Waldie):** Elections coming up for new supervisor, May 7<sup>th</sup>. Good to have an understanding of Supervisor library support (all candidates supportive).
- **Marketing (Sutton and Waldie):** Magnetic 'Open' sign is failing, looking at an electric sign as an alternative. Kris is going to try to borrow neon sign to test. Reported on 'Bridges' checkout – still getting usage. Only 5 language users – should advertise. 'Novelist' has 285 searches from September, 2016 to present, indicating good usage. Plan to use SPL calendar as placemat for Solon Women's Club Breakfast. Met with Youth Services Librarian Cassie Elton to tour projects in the children's area, including monthly activity themes, leftover crafts bin, activity calendar, puzzles (would like more puzzle donations due to very high turnover), adding 'New' sticker to spines of new books for 3 months, taking advantage of endcap space to showcase collections and help users find interesting books easily, 1000 books before Kindergarten display, storytime kits, and return of the Young Adult nonfiction section.
- **City/Library Committee (Nemecek):** See Librarian's Report

**Librarian's Report:** The librarian's report included updates regarding the following:

- **AWE computer:** Purchased one used AWE computer for \$300 from the Iowa City Public Library to test out. AWE computers are created specifically for young learners

- **Gun policy:** Calls are being made to libraries in the corridor asking if guns are allowed in the library. Each library has a different policy usually based on what the city policy permits.
- **Report to City Council:** Report included overview of after school activities, why we offer programs, how it has helped relationship with kids, advertisement of unattended child policy, unsupervised areas outside library.

**Approval of bills for February 2017:** Kris had to adjust numbers to match Suzie's at the City. Standard approval of \$94 for internet. Lette sent to Demco, issue not yet resolved. It was recommended that the bills be approved for payment. Upon motion by Waldie and second by Richardson, the bills were unanimously approved.

#### **Old Business:**

- **Possible future projects for 3-board focus:** Joing meeting April 19<sup>th</sup> @ 7pm. Long-range plans will be discussed. Space is becoming limited, but not urgent yet. Space needs study may be needed. Quiet study areas needed.
- **Board training:** Next meeting Kris will spend ½ hour showing databases and archives. Possible A.L.I.C.E. training in future.
- **Bylaws:** Board reviewed updated bylaws. Suggested training requirement be added to job description. Suggested a cumulative addition of review dates to end of bylaws. No changes.

#### **New Business:**

- **Library Director evaluation:** Evaluations due April 15 to Nemecek.

#### **Next Month's Agenda:**

- Feedback from Cami and Steve from the City
- Information about A.L.I.C.E. training
- Recap of joint board meeting
- Policty review
- Database training

**Adjournment:** Upon motion by Lancaster, second by Waldie, the meeting adjourned at 8:45 pm

**Next Meeting:** Monday, April 23, 2018

**Submitted by:** Seth Smith