

BANKS PUBLIC LIBRARY BOARD  
Meeting Minutes – Tuesday, April 15, 2014

**Attending:** Teri Branstitre, Marion Steinbach, JoAnn Pari-Mueller, Pete Edison and Lynda Goovaerts

**Staff:** Denise Holmes

**Absent:** Michelle Winter

**Call to order** – 6:40 PM

**Roll Call** - attendees declared present.

**Welcome & Introductions**

**Appearance of interested citizens** – none

**Changes or Additions to agenda** – approval of February 18 minutes added.

**Approval of minutes** – Teri Branstitre moved that the minutes of February 18, 2014 meeting be approved, Marion Steinbach seconded the motion, passed unanimously. Teri Branstitre moved that the minutes of March 18, 2014 be approved. Marion Steinbach seconded the motion, passed unanimously.

**OLD BUSINESS**

**Library Expansion Update** – Barb Gibbs and committee began work on list of potential donors. Donor level matrix has been created. Time line and feasibility study are in process. Denise has met with Brett and discussed roof design. The roof design planned will be capable of taking the green roof later. The design price and presentation was good. Denise will be attending the annual OLA conference and attending a presentation on library campaigns.

**Budget Discussion** – Requested/proposed budget was finalized and approved by budget committee. The committee questioned why library doesn't have own levy like, for example, fire and police. HVAC leaked and motor may need to be replaced. Denise planned for this possible expense in the FY14-15 budget.

**Policy Review** – Michelle Winters completed application for use of exhibit areas. It was discussed and questions/feedback gathered to take to attorney. A motion was made by Lynda Goovaerts to accept use of exhibit area application; JoAnn Pari-Mueller seconded the motion, passed unanimously.

**NEW BUSINESS - REPORTS**

**City report**

- Water Billing – streamlining, changing to one monthly system.
- Medical Marijuana Moratorium – city declared 1 year moratorium to figure how to handle dispensary system applications.
- E-cigarettes – a rep. from county will come to council to speak on issue. County is asking city to ban sales to minors and currently there are no regulations governing them.
- Tobacco use in the parks discussed.
- Social media – Facebook page for city in discussion. Social media policy currently being drafted.
- Approved contract to do water rate study.
- Ordinances – first reading of land use, zoning, administration proceedings, etc. It was adopted, along with a manual on how to build sidewalks, etc.
- New Nuisance ordinance – added sanctions to bring up to current needs and requirements.

### **Executive Report**

- Board did not meet, will meet April or May, and will discuss the package for the levy that Policy Group proposes.
- Subcommittee work – Denise reported that the levy package proposal is in process that includes core services, efficiency of operations, technology, and services to youth. All has been developed to fit into long range plan. If libraries are inadequately funded to be able to deliver the core services, those libraries would get some supplemental levy money; cities can't fund all but are expected to fund some of the operational expenses. So far proposal well received.

### **Directors Report**

- Staff has been handling recent illnesses and changes.
- Seven new computers are ready to deploy. Old computers will be recycled for use for Friends, local non-profits and Free Geeks.

### **Friends Report**

- Preparing for Plant, Book and Art Sale, May 9, 2-7PM and May 10, 9-3PM. Burnt Ends will be catering again this year.
- Build a Burger fundraiser will be on May 18, \$10 for buffet at the Log Cabin Inn on Highway 6.
- Art of the Story – well attended.

**Round Table discussion** – Pete took a moment to remind everyone that the library capital campaign will take a massive effort by a large group of people. He urged everyone to get involved and that everyone needs to work on this.

**Meeting adjourned** – 7:35PM

**Next meeting** – Tuesday, May 20, 6:30PM, City Hall.

Meeting minutes respectfully submitted by,

Lynda Goovaerts and Denise Holmes