

BANKS PUBLIC LIBRARY BOARD

Meeting Minutes – Tuesday, May 20, 2014

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

Staff: Denise Holmes

Call to order – 6:45 PM

Roll Call - attendees declared presence.

Welcome & Introduction

Appearance of interested citizens – none

Changes or Additions to agenda – none

Approval of minutes – JoAnn Pari-Mueller moved that the minutes of April 15, 2014 meeting be approved, Michelle Winter seconded the motion, passed unanimously.

OLD BUSINESS

Library Expansion Update – Barb Gibbs has the talking points polished. No report due to the Friends of the Library being occupied with planning other recent events.

Policy Review – JoAnn Pari-Mueller presented a draft policy and it was discussed by the Board. The Policy reviewed was a compilation from several other libraries. Denise will format document and prepare wording and format to be consistent with current policies. Donation Guidelines document will be updated by JoAnn Pari-Mueller and staff and brought to next meeting for Board to discuss.

NEW BUSINESS – REPORTS

Revised OLA Standards and LRP – Long-term and Short-term goals for the library were last established by the Board in 2007. In February 2014, the revision to the OLA Standard document was approved by the members, with trend being more qualitative than quantitative. The next levy package will be guided in part by the revised OLA Standards and the member libraries will be expected to provide the services and programs laid out in the core services guidelines if levy passes. Holmes suggested that the Board take a look at the Library's LRP with a view to the new standards. **ACTION ITEM** – Denise asked board to go thru sections A and B to page 10 and be prepared to discuss next meeting.

Director Evaluation – Executive Session, Tuesday, June 17, 5:30PM to discuss/review Denise Holmes self-evaluation. Regular meeting will be held at 6:30PM.

City report

- Tobacco use – city in discussion. City will be surveying Banks citizens on tobacco use.
- Design standards – developing document for new construction in the city; made to be developer friendly and good for the city.
- Christy Greagor resigned from City Council. Mark Gregg was elected Council President and a seat on the Council is now open.
- E-cigarettes – first readings on e-cigarette ordinance. Will prohibit sales to minors.
- Second reading of nuisance ordinance passed.

- Some city streets are cracking and need crack and chip seal. Staff surveyed all streets. City engineer creating a report. Money is available for project.
- Water company coloring contest held; awards given out.
- Jolynn Becker currently on medical leave. Pro-tem city Manager is John Paulo Mammone.

Executive Report – no April meeting; will meet in May. Group is working on levy question.

Directors Report

- Deployed new computers and came in under budget.
- Will make the projected Ending Fund Balance if expenditures are closely monitored.
- Intel Volunteer Program grant funds received.
- Staff training – staff being trained in CPR, AED, ICS for emergency management.
- Public hearing for budget at city council held. Approval of the budget by Council slated for June.

Friends Report - Plant, book and art sale did not go as well as in past. The weather could have been a factor. Build-a-burger fundraiser did well. More help needed in Friends organization; especially in technology.

Round Table – Pete Edison commended the Library Board on being a good group.

Meeting adjourned – 8:15PM

Next meeting – Tuesday, June 17, 5:30PM executive session, 6:30PM regular meeting at City Hall.

Meeting minutes respectfully submitted by,

Lynda Goovaerts and Denise Holmes