

BANKS PUBLIC LIBRARY BOARD

Meeting Minutes – Thursday, March 17, 2015

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

Staff: Denise Holmes

Call to order – 6:42 PM

Roll Call - attendees declared presence.

Welcome & Introduction – all welcomed.

Appearance of interested citizens – none

Changes or Additions to agenda – none

APPROVAL OF MINUTES– Michelle Winter moved that the minutes of February 17, 2015 meeting be approved, Ann Witkowski seconded the motion, passed unanimously.

OLD BUSINESS

Library Expansion Update –

- Donors continue to be identified. Having some issues with Donor Dynamics Company; working toward resolving issues.
- Timeline was distributed and discussed.
- Fundraising Training on March 11, 2015: the group worked on the “asking” in small groups and mission statement clarification.
- Next Steering Committee meeting Thursday, April 9, 2015, City Hall, 6:30PM.

Mission Statement -

- Michelle led group in mission statement brainstorming/development exercise. As a group we answered 4 basic questions about the library. Michelle will then create a sentence from each question. She will get feedback from board on sentences and then create a mission statement.

OLA Standards –

- Discussed section G on Facilities. The last section, H, Resources, does not require review. Denise will work on compiling the assessment from each section for discussion at a future meeting.

Library Budget

- Denise gave explanation and discussion on current budget. General Fund transfer must remain the same as in previous years. One important point is that Denise needed to cut book budget and staffing in order to balance budget. This is due to increases in personnel costs, liability insurance, and the installation of an enhanced security system, among other expenses. A Pool 2 award of \$8,000 for enhancements which directly benefit patrons will be allocated to upgrading patron seating; exhibit and display hardware; purchasing library materials (replacing some of the book budget cuts); an additional children’s program and IT support to keep the public computers functioning.

NEW BUSINESS-

- Library levy – Survey results showed that 60% supported .22 cents/\$1000 assessed value. Reimbursement was not increased as much as expected, but future is still hopeful for adjustments, especially once the community room is restored.
- Meeting schedule – Due to Expansion Subcommittee activities for board members and staff, as well as some staffing challenges at the library, it was suggested to cancel Board meetings if needed. Group will review month by month.

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City Report –

- No smoking ordinance in discussion phase. Discussing banning smoking in all city facilities and city parks.

Executive Report – See library levy report.

Directors Report –

- A library employee resigned. Staff will adjust due to no funds at this time for hiring new employee.
- Preparing for summer reading.
- Art of the Story – coming to Dayspring Church, Wednesday April 15, 2015, 7PM.
- Adult summer reading – Staff is considering a “Blind Date with a Book” to spark interest for the adult summer reading program. There will be interactive opportunities on the website, and county- wide as well as local prizes.
- Pre-school story time is popular and going well.

Friends Report –

- Making plans for Plant and Book sale May 8 and 9, 2015. Some highlights will be: members shop early on Friday, May 9, \$1 coupon in water bills and membership promotion during sales.

Meeting adjourned – 8:36PM

Next meeting – Tuesday, April 21, 2015, 6:30 pm at City Hall.

Minutes respectfully submitted by,

Lynda Goovaerts and Denise Holmes