

The Rockford Public Library Board of Trustees met in regular session on Wednesday, February 8, 2017, at 5:15 p.m. Those attending were: Myron Stadlander, Tim Trettin, Susan Marth, Library Director, Kim Jones, and Building Manager, Stacy Campbell. Harry White arrived after meeting officially began. Absent were Secretary Carol Burnett and Council Liaison Mike Smith. Library Board Vice-President Myron Stadlander called the meeting to order at 5:15 pm. Stacy Campbell volunteered to take minutes.

Tim moved to approve the agenda; Susan seconded; all in favor. Tim moved to approve the minutes of the last meeting; Susan seconded; all in favor.

Financial Business

After review of the January claims, Susan moved to approve those claims; Tim seconded; all in favor. The budget balance sheet was also reviewed and found to be in good standing.

Old Business: Building Renovation update- Stacy presented a quote from Iowa Prison Industries for a new larger L-shaped circulation desk. Discussion was had about choice of stain and laminate counter top color. The quote was for the amount of \$3,475 in total which included a locking set of drawers and set up fee. Harry moved to accept the quoted price and purchase the new circulation desk from IPI, Tim seconded the motion. Motion passed all in favor.

New Business: Kim requested that the March Library Board meeting be moved from the first Wednesday in March which is the 1st of March, to March 8th, to allow for time to collect monthly bills. Tim so moved, Susan seconded. Motion passed. Kim informed the Board of the delay in receiving the last portion of Direct State Aid Funding from the State Library of Iowa due to state budget issues at the end of Fiscal year 2017. Kim also discussed a grant request the library made to Omnitel Communications in the amount of \$840 for possible funding of Summer Reading Program activities (Legos) and money for special Summer Reading grand prizes.

Librarian's Report: Kim presented the Library's statistics in a new monthly format along with information on Meetings and Training she attended in the month on January and updates on future meetings.

Other Business: The four Board members present viewed the Trustee Training Webinar "A Lean Machine". (Board Member Carol Burnett attended this session during ILOC) . Board members were asked to brainstorm about "What are the Sacred Cows of our library?" and how do we react to them, and be ready to discuss next meeting.

Finally, the Library Board moved into discussion of the Library Budget for Fiscal Year 2018. Kim pointed out the \$0.40 per hour raise proposed for the building manager, along with small increases to the Operating supplies and Technology update line items. Harry moved to accept the budget proposal as presented, Susan seconded. Motion approved.

The next meeting will be Wednesday, March 8, 2017 at 5:15 pm.

Tim moved to adjourn; Myron seconded; all in favor.

Respectfully submitted, Stacy Campbell, Secretary Pro Tem