

Rolfe Public Library Board Meeting January 16, 2019

Board Members Present: Nancy, Sherri, De
Librarians: Terri, Cassandra

Nancy called meeting to order. December meeting was cancelled due to lack of quorum. Nancy and Lori reviewed Accessibility requirements for accreditation with Terri and Cassandra during the regular meeting time. Minutes from November meeting had been emailed; reading of the minutes has been suspended. The amount charged by Northwest Communications seemed high. Are we paying for Internet now? Terri will check on this. The State offers reimbursement we should look into if NW is no longer providing it for free. Cassandra's hours were discussed because they were over 10 hours. This includes GeriFit. We are tight on hours for the year. We will need to watch this closely. We may need to request a small donation from participants of GeriFit so that we have hours available for Summer Reading Program. Need to brainstorm where we can reduce hours. Suggestions included not having Cassandra present for GeriFit since it is video, not having Cassandra at Board meetings, or moving cleaning to maintenance, or Terri not coming in that morning. This may be a problem due to payroll taxes and IPERs. Summer program requires 20 hours a week, so we need to forecast what will be needed. Stopping GeriFit in summer when weather is better was mentioned. These ideas are were meant to jumpstart brainstorming between Terri and Cassandra for areas where we can make changes. Rolfe After School activities from ISU Extension are listed on the Extension calendar. We should also advertise in Rolfe newsletter and post in the Library. Our website should provide a link or reference. De moved to accept December and January monthly reports. Sherri seconded. Minutes were approved.

De praised the children's book offerings on BRIDGES. Her nephew was able to get books immediately while she had to wait for the hard copy at the local library. Some of the children's books will read the book aloud, which is useful for younger children and those with disabilities. We should encourage patrons with children to use this great resource. We also discussed the variety of magazines available on BRIDGES. Perhaps some advertising should be done.

Old Business:

- Walls were painted January 10. Furniture has also been rearranged so that new books are located in main area.
- Money from Shared Ministry needs to be spent. Terri will contact Northwest regarding cost to purchase computers with needed software versus purchasing computers elsewhere and Northwest providing installation services for those computers. In addition, new chairs should be purchased.
- Policies on Internet Usage and Confidentiality were discussed. Changes will include language which notifies patrons of a browser filter on Children's computers and notification.

Librarians' Report 11/26/18-12/15/18 :

- 751 people visited the library
- 88 books and 79 non-print items were checked out
- SILO – borrowed 3; loaned 6
- 14 meetings
- BRIDGES - 18 audio books, 7 eBooks, 8 magazines, 0 video movies
- Moved and seconded to accept the librarian's report; motion carried.

Children's Programming 11/26/18-12/15/18:

- The Summer Reading program Outer Space Odyssey program will be July 24 at 10:30 a.m. We are sharing this with Laurens Public Library, so the cost is \$150.
- The children helped decorate the library for Christmas on Dec. 4.
- Thursdays, Cassandra has been helping children make Christmas cards.

Librarians' Report 12/17/18-1/12/19:

- 592 people visited the library
- 87 books and 101 non-print items were checked out
- SILO – borrowed 1; loaned 7
- 10 meetings
- BRIDGES - 29 audio books, 18 eBooks, 3 magazines, 0 video movies
- Moved and seconded to accept the librarian's report; motion carried.

Children's Programming 12/17/18-1/12/19:

- Cassandra has been reading Harry Potter to the children and did a program on New Year's resolutions.
- After School Christmas Program on Dec. 20th had 9 children in attendance.

Other Business:

- We received another \$1000 donation from Edward Vaughn which will be put in Special Donation Reserve Acct.
- Lola requested a 10% increase from the County Supervisors for this year.
- Terri needs the new budget for the Library's accreditation.
- Our Pocahontas County Foundation Grant was partially approved for \$700 which includes the Escape Room kit, Magna Tiles, and a laminator.
- Grant awards dinner will be Wednesday, Jan. 23rd at 5 p.m. Terri will attend. Cassandra will attend voluntarily. De is also planning on going.
- Rob Jackson was approved as Library Trustee by the Rolfe City Council. We are now waiting on the background check.
- Innovative Libraries Online Conference is January 17, 2019 from 9 a.m. to 7 p.m. for Trustees needing C.E. hours. Recordings of webinars should be available following the conference if date does not work.
- Terri learned from Barb Bennett that we could have gone through Hometown Pride for painting our walls. Barb said we should contact them for future projects to see if they can help with cost.
- Dave Duitscher fixed our corner ceiling (by back door) while he was helping to move shelving.
- 8 people attended the adult program with Corinne in the Community Center on January 9 (due to painting). The program was on turtles.

De asked if we plan to use the white board that is stored in her shed. It needs to be removed from her shed before spring planting.

Terri will bring pricing for computers and chairs for adult area. We will use the Shared Ministry's donation for these.

Mary Loterbouer will be contacted regarding a book to be purchased in honor of her service on the Library Board.

Meeting adjourned. Our next monthly meeting is scheduled for February 20 at 5:00 p.m.