

Rolfe Public Library Board Meeting March 20, 2019

Board Members Present: Nancy, Sherri, Lori and Rob

Librarians: Terri and Casandra

Nancy called the meeting to order. Minutes from the previous meeting had been emailed; reading of the minutes has been suspended. One correction: bottom of page 2 SMR should be SRP. Sherri made a motion to approve the minutes, Rob seconded, motion carried.

Old Business:

- Need to have our Technology Fair; How to use BRIDGES, iPads, OPAC, Play-A-Ways and Brainfuse; Bonnie is willing to demo Bridges, Atrium has not replied about doing demo on OPAC
- Planning for Results/Five Year Strategic Plan current one expires August 2020, use Edge results
- Edge Results are on website, Nancy will review
- NW quote for two computers \$3,471.24; seems high Nancy will contact them and get more details; only #5 is having problems may only purchase one computer; Demco has workstation \$189.99, keyboard drawer plus privacy, Terri has \$30 coupon, Sherri made a motion to purchase the workstation, Lori seconded, motion carried
- Items listed on the grant application need to be ordered
- Can't use Smart Shield protection for iPads because Apple products, Top Best Virus protection software, just need firewall, prefer one with annual fee
- Northwest Communications internet speed may need increased, if there is a fee apply for E-rate next year
- A Brainfuse link added to our Website
- State Library has not commented on ADA Checklist, we will wait to do any of the "fixes"
- Terri will schedule to have Kevin remove the light on the North wall, and for AI to mount the Smart TV
- Move the computers out of the bench area; need to check on the wiring/computer lines and outlets; question expense if short term since we won't be replacing those computers
- Where should we put the magnetic white board; hallway entrance would need to be on west wall

Librarian's Report:

- 510 people visited the library; closed 4 days for bad weather
- 86 books and 100 non-print items were checked out
- SILO – borrowed 9; loaned 7
- 15 meetings
- BRIDGES – 31 audio books, 14 EBooks, 5 magazines, no video movies
- Balance of \$6,409.59 in Special Donation account; \$295 Librarians Chair
- Lori made a motion to accept the librarian's report; Sherri seconded; motion carried

Comments from Terri:

- Angie shared an idea for Children's Program, Insect Zoo by ISU, \$107.50 plus mileage, they are booked June and July, Board agreed to book them for Next Summer
- 3600 Printer cannot operate with Windows 10; need to see if it will work with the Adult computers that are not using Windows 10; sell it?
- Terri questioned what to do with the old Librarians chair; patrons have used it; keep for patrons; consider purchasing more user friendly chairs

Special Projects Account:

- Several items posted to 001-410-6513, this account is only used for big projects using money from a CD; Terri shared a printout from Angie, Angie right away noticed that \$3502.18 was not ours and has corrected; the remaining \$697.00 needs to come out of account 004-410-6507, the special account set up for large donations, Lori will talk to Angie

Friends of the Library:

- March 27th 10:00am Millie Dewall will show pictures from trip to Budapest and Prague

- Corinne April 3rd; Garden show preview
- Culinary Arts at the Community Center; Sunday, April 7 at 2:00pm, Darcy Maulsby

Children's Programing:

- After-School program, Thursday, Feb 28, with Corinne, 7 children attended.
- March 7, 5 children painted with Casandra
- March 14, St. Patrick's Day craft, 9 children
- After-School program March 21, Ag in the Classroom
- National Library week April 7 – 13, special program
- Outer Space Odyssey Program by the Science Center July 24 at 10:30am

Meeting adjourned, next regular meeting April 17, 5:00pm.

Library Board Education:

Board members read the Monday Morning Eye Opener 15 min.; Feb. 1x's & Mar. 2x's