

## Rolfe Public Library Board Meeting November 28, 2018

Board Members Present: Nancy, De, Sherri, Mary and Lori

Librarians: Terri and Casandra    Guests: Dee Pederson and Cindy Kemna

Nancy called the meeting to order. Minutes from the previous meeting had been emailed; reading of the minutes has been suspended. De made a motion to approve the minutes, Sherri seconded, motion carried.

### Old Business:

- Library Hours: Monday is now 2:00 – 6:00 and Thursday 2:00 – 3:00, with Children's programming from 3:00 – 5:00
- Still need to review the ADA checklist need to complete one of four items to meet Standard #80
- Still need to complete policies on Internet Usage and Confidentiality

### Librarian's Report:

- 1,143 people visited the library
- 167 books and 136 non-print items were checked out
- SILO – borrowed 12; loaned 7
- 13 meetings
- BRIDGES – 29 audio books, 14 EBooks and 7 magazines; video movies are now available for streaming; need to add magazines and video movies to list and list Children's books separately if can; have demo available during Hometown Christmas
- Direct State Aid/Enrich Iowa \$1,310.39; \$80 increase from last year
- Open Access Reimbursement \$116.62
- Lori made a motion to accept the librarian's report; De seconded; motion carried

### Children's Programming:

- Casandra questioned planning time; Board agreed that she will only have Thursday's hours to prep for now; Summer Reading Program extended into August this fiscal year so that will affect our hours till June; as we work on the budget we will try to calculate hours needed for SRP and re-adjust
- After-School program, pumpkins, with Corinne, Oct. 18, nine children attended.
- Halloween supper/treats, Oct. 31, 27 people attended.
- Reading Charlotte's Webb
- After-School program, corn husk dolls, Nov. 15, ten people attended.
- Will be decorating for Christmas
- Summer Reading Program idea: Drones, Lori has a nephew willing to conduct a program; Terri will contact other libraries to see if want to do as a group to lower cost; De suggested having multiple drones

### Budget Review:

- State added a line for purchasing Audio Books; Board does NOT want to designate a dollar value – if must \$150
- Angie wants the budget changes before January
- State and County funding is up just under \$300; will try to add that to our budget somewhere – maybe insurance will need it
- Create budget and review next month

### North Wall:

- Counter top was removed by John Witt
- Rolfe Fire Station has use for it

### Friends of the Library:

- Carmella's book signing will be Dec. 12 at 10:00am
- Corinne – Corn husk dolls, early settlers, maize, Nov. 7
- Author Linda McCain, POW's in Iowa, Nov. 27 at 2:00pm, 14 people attended

Comments from Terri:

- Online Class on Accreditation, Dec. 11, 2:00-3:00, library will be closed
- Still working on the assessment for The Edge, Board advised to just answer as best as can, don't over think
- We no longer have a designated fax line; Board agreed not to worry about it as long as we can send and if need to receive can use City Hall; Terri will contact NW to see if our phone is causing the problem
- Director's Re-Certification Letter has arrived, expires Dec. 31, 2022

Gerri-Fit Classes:

- Casandra has purchased a DVD, \$150, and has already started classes
- Tuesday and Thursday mornings
- Cindy Kemna questioned how people were being informed
- Casandra has talked to the Friends
- Posters will be hung, Add to FB and Website

Pocahontas County Library Meeting:

- Terri, Lori and Casandra attended, Nov. 7, in Fonda
- Bonnie McKewon, GALE resources, covers many topics
- Our cost \$60.04 a year, July 1 to June 30
- Board agreed to sign up next year

Pocahontas Co Grant – Co Librarians:

- Glenda has applied, "One Book, One Pocahontas County", every library will read and discuss a set of books that rotates within the county
- Iowa author, Nicole Baart, You Were Always Mine
- Grand Finale at the Rialto Theater featuring the author
- Books, bookmarks, posters; Facebook page will be created

Pocahontas County Grant:

- Application submitted
- Decided to wait on updating a Teen Area
- Requesting: paint, escaped room lock kit, magna tiles, ?
- De cautioned that we move towards vinyl furniture/plastic to avoid head lice and now cockroach problems; limit stuffed animals

Donations:

- \$3,000 from Shared Ministry; Board agreed to spend the money on two new adult computers, workstations and chairs
- \$1,000 from Sally Kish; will be added to our special donation account; labor to paint walls
- \$250 memorial; request for a book by a particular author; balance will be used to pay for the Gerri fit DVD

Mary's Resignation:

- Roger Link has been asked to join the Board

Meeting adjourned, next regular meeting December 19, 5:00pm.

Library Board Education:

Board members read the Monday Morning Eye Opener 20 min.; Oct. 1x's & Nov. 4x's.  
Terri and Lori shared GALE info 15 minutes.