

## Rolfe Public Library Board Meeting February 21, 2018

Board Members Present: De, Nancy, Sherri, Mary and Lori  
Librarians: Terri and Casandra

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

The Librarian's report was given 657 people visited the library; 140 books and 93 non-print items were checked out, and 13 meetings were held. We borrowed 5 books from the SILO program and loaned out 6. There were 16 audio books and 29 eBooks downloaded from Bridges. The balance of our special donation account is at \$5,052.23. We have received the grant money, \$3,539.00. Mary made a motion to accept the librarian's monthly report, Sherri seconded, motion carried.

Corinne presented a children's program Jan. 25th on the Underground Railroad and the Journey to Freedom. She read a story and they made paper lanterns. This was a traveling exhibit that came from Cedar Rapids. Casandra had a program on Feb. 8th. Six people attended and learned about the Falcon Rocket. On Feb. 15th Lisa and Corinne came and talked about Nome, Alaska and the Iditarod, dog sled team. Eleven children and three adults listened to the story of how the dog team brought medicine through a storm to save the children and avert a diphtheria outbreak in 1925. De asked Casandra if she had any plans for Dr. Seuss's Birthday. Casandra thought she may have a party on March 1st.

Terri shared a vision of how the Children's area could be decorated. Terri and Casandra let the children pick which mural they liked the best and they have chosen one with a jungle theme. The mural measures 8'x 10'. Terri has purchased artwork from Mona's gallery, (lion, tiger and flamingo) that go with the main mural. Mona's brother donated her original charcoal elephant framed piece. His only request is that we put a memorial plate on it that he has written. This also goes with the jungle theme. The Board shared many ideas of how things could be redone. Mary commented that Angela Helleseith (The Perfect Touch) from West Bend does a wonderful job of decorating, painting and repairing as she goes. Nancy made a motion to spend up to \$100 to have Angela come and give us her expert opinion of how we should fix up the children's area, Sherri seconded, motion carried.

It is time to renew our letter of agreement with Bridges if we want to continue to utilize it. The Board agreed to renew, deadline is March 31, 2018.

De handed out the updated Jobs Descriptions; Library Director, Librarian and Children's Librarian. After reviewing all three, Nancy moved to accept the changes to the three job descriptions, Sherri seconded, motion carried.

Terri commented that our internet speed really is slow. She has talked with Fred from NW Communications, we are currently at 10 megabytes; this is at no cost to us. They could increase our speed to 12, but this would cost us \$29.95 per month, this is after our \$50 discount; or 15 which would cost us \$89.95 per month. NW has doubled our speed at no charge right now to see if it improves our computer. They will be getting back to us soon. De asked Terri if the computer is working better, Terri thinks it is. De still questions if part of the problem is the age of our computer. She shared the new bid she received from NW Communications for two new computers, \$2,700.00; the adult area computer, \$803 and the Librarian's \$1,320, plus service fees for setting up and transferring info. This is still quite a bit higher than expected. Our main concern is the age and life remaining of the Librarian's computer. After a brief discussion Nancy made motion to spend up to \$2,500 on a computer for the Librarians with all the needed software and services using the donated money in our special account, Mary seconded,

motion carried. We would like to see if a new computer helps before committing to the higher cost internet.

Lori shared the new wording for holidays that fall on Sunday, but commented that the policy later states that the Librarians can "closed the library at their discretion" and questioned if we needed to make any changes. After a brief discussion it was decided to leave it as is.

There is a local citizen that has been banned to be a member of any City organization and has received a letter stating this. This person frequently participates in the Friends group. De is wondering how we should go about addressing this situation. After a brief discussion the Board agreed that we could allow them to attend social events, but not be an active member of Friends. De will talk to Sharalyn Hansen, president of Friends; and if needed we will send the person a letter stating that the Friends is a City organization in relation to the City Library.

Meeting adjourned, next regular meeting March 21, 5:00pm.