

- I. CALL TO ORDER AND SAFETY INSTRUCTIONS:** Board President Carol Keeley called the meeting to order at 6:30 P.M. and reviewed directions for evacuation and/or safety concerns with all present.

MEMBERS PRESENT:

Carol Keeley
Mary Karban
Mary Smith
Helen Thompson
Mary Stiehl
Victoria Weygandt
Rhonda Ross

EXCUSED:

Catherine Kreher
Philip Silsby

Leander Spearman and Gail Eisenhart were also present.

- II. PUBLIC COMMENTS:** None

- III.** Rhonda Ross moved to accept minutes of the February 2016 Board meeting as recorded. Motion was seconded by Mary Stiehl. Minutes were approved.

- IV. PERSONNEL/LEGAL:** None.

- V. POLICY:** None reviewed

VI. PROPERTY, EQUIPMENT AND BOOKS

- There have been more than 100 Zinio online magazine checked out in the first month of patron usage availability. Continued usage will be evaluated and it is anticipated that print titles will be dropped in favor of electronic titles, moving forward, due to popularity, usage and lower cost.
- Six Oral histories have now been completed and have been enthusiastically received. Mr. Spearman is investigating making these videos available to the public via a library YouTube channel.
- Mr. Spearman is looking into the possibility of adding Hoopla (electronic audio books, graphic novels and movies) to the library as another cost savings and patron-popular measure.
- Wowbrary, an email distribution website, is another electronic program being investigated by Mr. Spearman for use at the Belleville Public Library.
- Mr. Spearman met with representatives of Verizon Wireless during this past week to consider offering wi-fi hotspots for patrons to borrow. This service would allow patron internet access anywhere a cell phone signal can be received. It is believed this would be of great benefit to some patrons whose only internet access is within the library. A few hotspots would be reserved for staff use, enabling them to take programs to the public. After being questioned about possible theft of hotspots, Mr. Spearman told the Board if a Hot Spot is stolen, it will be turned off, making it useless. After the initial cost to set up this system, there is no further charge from the provider for service.

- Current library service contracts for copying services are being evaluated. The Library has used DaCom for the past four years; one year remains on their contract. Mr. Spearman is investigating other service provider's contract possibilities. No determination has been made.

VII. FINANCE

- Motion was made by Mary Stiehl and seconded by Rhonda Ross to pay the March 2016 claims. Regular claims were cited in the amount of \$12,859.55, prepaid claims \$24,880.57 and Petty Cash of \$160.88. Members were polled. Motion carried.
- Mr. Spearman prepared a presentation for the Board about the current budget situation and advised members the Library has been directed to reduce their 2016-17 budget by \$50,000. He has discussed possible fundraisers and cost-savings measures with staff supervisors, advising them current trends are unsustainable. Two now-vacant non-union Page positions will not be re-filled. Also, the book budget has been lowered by \$20,000.00. Mr. Spearman also will approve all expenditures prior to placing orders and/or making purchases.

VIII. FUNDRAISING/PROMOTION/MARKETING:

- Two fund-raising programs are currently being considered:
 - A second Murder-Mystery program is being planned for November 2016.
 - A cookbook consisting of library staff and local restaurant recipes is planned. Local restaurants will be enlisted to share production cost and recipes plus a possible "history" of the restaurant will be sought. Sales would be enlisted from not only library patrons and friends, but the finished cookbook could be sold in the restaurants who participated, with profits from those sales being kept by the restaurant.

IX. LIBRARY REPORTS: Enclosed with information packets.

X. OLD BUSINESS: None

XI. CLOSED SESSION: At 7:34 p.m. a motion was made by Mary Smith and seconded by Mary Stiehl to go into Closed Session. Motion carried. Meeting resumed at 7:55 p.m.

XII. NEW BUSINESS:

- Board members told Mr. Spearman they feel they have a role to play in evaluating his work performance and they wish to make their evaluation known to Mayor Eckert. A motion was then made by Mary Stiehl and seconded by Rhonda Ross to have Board members draft a letter/report to Mayor Eckert giving the Board's evaluation of Mr. Spearman's work performance over the past 12 months. Motion carried.
- The death of former Library Board Director Patricia Hamilton was discussed. Members felt it was appropriate to honor Ms. Hamilton in some way. Mr. Spearman suggested naming the Microfilm Room in Ms. Hamilton's honor by placing an engraved plaque on the door. Mary Smith made a motion to this effect. Motion was seconded by Mary Stiehl. Motion carried.

XIII. ADJOURN: Motion was made by Mary Karban and seconded by Helen Thompson to adjourn. Motion carried. The March meeting of the Library Board of Directors adjourned at 8:04 p.m. The next meeting of the Library Board of Directors will be held **Thursday**, April 14, 2016 at **6:30p.m.** at the Main library.

Submitted,
Gail Eisenhart
Administrative Assistant