

- 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
Philip Silsby

EXCUSED:

Catherine Kreher

Leander Spearman and Gail Eisenhart were also present.

- II. PUBLIC COMMENTS:** None

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

IV. PERSONNEL/LEGAL:

- A motion was made by Mary Smith and Seconded by Mary Stiehl to sell non-resident library fee cards during the fiscal year of 2017. Motion carried.
- Mr. Spearman said HB696 (tax cap) is now moving through the State Legislature. It seems the 2015 rate is currently favored but no determination has been made to date.

- V. POLICY:** None reviewed

VI. PROPERTY, EQUIPMENT AND BOOKS

- Mr. Spearman advised that credit card machines have arrived and will soon be functional. Staff is currently being trained on their use and should be able to start usage next week.

VII. FINANCE

- Motion was made by Victoria Weygandt and seconded by Philip Silsby to pay the May 2016 claims. Regular claims were cited in the amount of \$17,735.39, prepaid claims \$21,078.71 and Petty Cash of \$277.90. Members were polled. Motion carried.
- Mr. Spearman explained the two methods available to the Board to structure the fee for non-resident library cards based on property tax assessment mathematical formula or by establishing a fixed flat fee. A discussion followed. Motion was made by Rhonda Ross and seconded by Victoria Weygandt to use an annual flat fee of \$70 for the fiscal year of 2017, effective June 1. Board members were polled. Motion carried.

VIII. FUNDRAISING/PROMOTION/MARKETING:

- Dissolution of the Library Foundation is under consideration due to lack of any new effort being made by members. Mr. Spearman will consult the City attorney for how to proceed.

- IX. LIBRARY REPORTS:** Enclosed with information packets. Mr. Spearman noted he will begin asking individual Staff Supervisors to present verbal reports in the near future.
- X. OLD BUSINESS:** A dedication plaque for the Microfilm Room has been ordered to honor Patricia Hamilton, former Board member who recently died. Plans and a date for a dedication are pending.
- XI. CLOSED SESSION:** None
- XII. NEW BUSINESS:**
- Mr. Spearman discussed resolution of the problem that chairs do not fit patron tables currently in use at the West Branch library. No solution was determined.
- XIII. ADJOURN:** Motion was made by Helen Thompson and seconded by Mary Karban to adjourn. Motion carried. The May meeting of the Library Board of Directors adjourned at 6:55 p.m. The next meeting of the Library Board of Directors will be held **Thursday**, June 9, 2016 at **6:30p.m.** at the Main library.

Submitted,
Gail Eisenhart
Administrative Assistant