

Roland Board of Trustees Meeting  
221 North Main, Roland, Iowa  
Monday, Nov. 25 at 7:05

- I. The Roland Library Board meeting was called to order at 7:05 pm. The following Board members were present: Andy Oetker, Shauna Anthony, Darla Anderson, Bruce Gauley, Joy Thye and Library Director Laura Urbanek.
- II. Limited Additions to Agenda: none
- III. Public Input: None
- IV. Approve minutes from October 28th, 2019 meeting: The Roland Library Board minutes were read and reviewed. Shauna Anthony made the motion to approve the minutes and Darla Anderson seconded it. Passed 5-0.
- V. Approve October claims: The October claims were read and reviewed. Shauna Anthony made the motion to approve the list of claims. Andy Oetker seconded the motion. Passed 5-0.
- VI. Review October Statistics:
- VII. Director's Report: A. Children's librarian Sarah Almond has submitted her resignation effective Dec. 25. Our library will begin the process of finding and hiring a new children's librarian. B. Plans to organize a group of children to go caroling to some of the homes of the elderly in Roland in mid-December were discussed.
- VIII. New Business A. Holiday Open House/Santa's Sweet Shoppe is being planned for December 7<sup>th</sup> with a soup supper, crafts and a bake sale with proceeds going to the Roland Sesquicentennial. B. Library Survey Results/ Strategic Plan: Results of the Library survey were discussed and it was decided that we will leave the survey on line for a few more weeks as well as to have hard copies of the survey available at the front desk so more can fill out the survey. Bruce Gauley reported on the RADC discussion of Roland's Strategic Plan for development. C. ADA Checklist- Toilet rooms at the Roland Library were evaluated in regard to the ADA standards required for Public Libraries. Some possible changes were discussed. D. Trustee Training – State Library Offerings – Laura updated the board on some of the new offerings available through the State Library including a WiFi user counter and a statewide delivery service. She noted that State Librarian Michael Scott recently visited the library. The board also reviewed a Letter from the Iowa State Library regarding issues with the artwork in the online CSLP Manual (Collaborative Summer Library Program).
- IX. Old Business: None
- X. Dates to Remember: A. Next Board Meeting – December 30th at 7 pm;  
B. Holiday Open House/ Soup Supper/ Santa's Sweet Shoppe/ Community Tree Lighting – Saturday, December 7<sup>th</sup> -5-7pm; C. Holiday “Crafturday” - Saturday, December 7<sup>th</sup> 11am -1pm
- XI. Adjourn: Darla Anderson motioned that the meeting adjourn at 8:15 pm. Andy Oetker seconded. Passed 5-0.

Submitted by Joy Thye, Secretary