

Roland Library Board of Trustee's Meeting  
221 North Main, Roland, Iowa  
Monday, November 6, 2017

- I. The Roland Library Board meeting was called to order at 7:00 pm. The following board members were present: Bruce Gauley, Shauna Anthony, Tempest Kuykendall, Joy Thy, and Library Director, Laura Urbanek.
- II. Limited Additions to Agenda: none
- III. Public Input: none
- IV. Approve minutes from October 2, 2017. The Roland Library minutes were read and reviewed. A motion was made by Joy Thy to approve the October 2<sup>nd</sup> minutes, 2<sup>nd</sup> by Tempest Kuykendall. Passed 4-0.  
Approve October Claims: The November claims and project claims were reviewed. Laura Urbanek reported that Tempest Kuykendall picked up the six historical old photographs of Roland to be framed from the Hobby Lobby store in Ames. They were \$44.18 each, for a total of \$265.08. A motion was made by Shauna Anthony to approve the claims and to reimburse Tempest Kuykendall the \$265.08 for the framing expenses, 2<sup>nd</sup> by Joy Thy. Passed 4-0. Other items left to purchase for the backroom, a pull down screen, security cameras, and four soft chairs.
- V. Review October Statistics: The October statistics were read and reviewed.
- VI. Directors report: Laura Urbanek reported: 1.) the Children's Librarian, Sarah Almond plans to be back to work at the Library next week.  
2.) Cheryl Larson is almost done with the "Donor Wall". Laura asked for some ideas or suggestions for a title to the Donor Wall display. Library board members are to email her their ideas this week. We would like to have the new Donor Wall up for the Open House on December 2<sup>nd</sup>.  
3.) Need 4 soft chairs: After some discussion Joy Thy will contact Marilyn Gibbons to see what suggestion or ideas she may have for new replacement soft chairs for the Library. Shauna Anthony volunteered to look for sales on soft chairs in November and December at the local furniture stores and Homemakers store.  
4.) Survey results: Shauna Anthony reported that she will complete the email library survey results and get that information to Laura Urbanek. We will discuss the library survey results later this month. Joy Thy made a motion to ask Shauna Anthony to go ahead and look for four soft Library chairs around \$700 each or we will revisit this next month, 2<sup>nd</sup> Shauna Anthony. Passed 4-0.
- VIII. New Business: A.) Holiday Open House: RADC has scheduled a Roland Soup Supper and Christmas tree lighting event for Saturday, December 2<sup>nd</sup>, soup supper from 5:30-6:30, and tree lighting at 7:00. There will be a committee meeting for this with more planning at the Library on Wed. this week to work out the details. After some discussion it was decided that the Library will host their Open House also on December 2<sup>nd</sup>, with Mr. and Mrs. Santa Claus being at the Library with a photo booth for pictures with Santa. The Library Board will also have children's activities with cookie decorating, and making a Christmas tree ornament to take with them.  
B.) Trustee Training: The Library reviewed the "Holiday Decorations for Legal Pickle Tickler File" from State Library sheet. After some discussion it was

agreed to just hang garland outside the Library window, a wreath, and a simple Christmas tree on display at the front of the Library.

C.) Board Vacancy: Shauna Anthony will talk to her neighbor about an invitation to be a member of the Library Board.

IX. Old Business: A.) Space Usage: The Library board are to think about where to put the 2,500 DVD's up on shelves, somewhere in the Library. We will go over this at the next meeting.

X. Dates to Remember: A.) Next board meeting, Monday December 4<sup>th</sup>, 7:00 pm.  
B.) SOAR (Raptor Rehabilitation) Program, Sat. Nov. 11th at 11:00  
Bird program.

C.) Library Holiday Open House: set for Saturday, December 2<sup>nd</sup>  
Submitted by: Tempest Kuykendall