

Roland Library Board of Trustee's Meeting
221 North Main
Roland, Iowa, Wed. Sept. 5, 2018

- I. The Roland Library Board meeting was called to order at 7:05 pm. The following board members were present: Bruce Gauley, Tempest Kuykendall, Andy Oetker, Joy Thye, Shauna Anthony, and Library Director, Laura Urbanek.
- II. Limited Additions to Agenda: none
- III. Public Input: none
- IV. Officer elections: A motion was made by Shauna Anthony to keep the same officers: President: Bruce Gauley, Vice President: Shauna Anthony, Secretary: Tempest Kuykendall. 2nd by Andy Oetker. Passed 5-0.
- V. Set regular meeting day and time: It was agreed by all Library Board members that we will continue to have the Library Board meetings the first Monday of each month. Next Library Board meeting being, Monday, October 1, 2018.
- VI. Approve Minutes from August 6, 2018: The Roland Library minutes were read and reviewed. A motion was made by Shauna Anthony to approve the minutes, 2nd by Andy Oetker. Passed 5-0.
- VII. Approve the August claims: The August claims were read and reviewed. A motion was made by Tempest Kuykendall to approve the claims, 2nd by Shauna Anthony. Passed 5-0.
- VIII. Review August statistics: The Library Board reviewed the Library statistics for August.
- IX. Director's Report: Laura reported that the Story County Directors met and that the funding for the Roland Library will increase for the 2018-19 fiscal year to \$16,639.

Laura also reported that the Roland Dance classes would like to meet in the Library back programming room on Sat. mornings from 9-noon, but right now they don't have enough children signed up. There will be a \$15.00 charge per Sat. if they have the classes.

Laura reported that the Story County Directors will be having a "Safety Training Class", for the Library Staff, Monday, October 8th in Nevada. The Roland Library Staff will be attending this class, so the library will be closed in the morning on Oct. 8th.

Shauna Anthony reported that she is planning for the Roland Library, “MONSTER MASH”, in October (Tues. Oct. 30).

Shauna Anthony also reported that she is interested in having the Library Board of Trustees sponsor a “Soup Supper”, at the Library on Tuesday. November 6, ELECTION DAY. It was agreed by the Library Board members to do this. Tempest Kuykendall volunteered to bring a large crock pot of chili, pan of bars, crackers, and napkins for this event. Shauna will give us more details on this later.

Laura Urbanek reported that she will begin setting up a cleaning schedule for all Library Staff members and will be assigning the cleaning tasks.

- X. New Business: A.) DVD Fines Policy, reviewed: Laura brought to our attention a problem with patrons checking out DVDs and fines. We now charge 50 cents a day if DVDs don’t get returned on time. After some discussion, Shauna Anthony made a motion to change the fine to 10 cents per day for one week for DVD rentals, and 25 cents per day fines for two day DVD rentals, and a maximum of \$30 fine for DVDs lost, putting a cap on the account of \$20 in fines. 2nd Joy Thye. Passed 5-0.

B.) Edge Assessment: Laura reported that she would be taking a class on Edge Assessment. She asked for the Library Board input on possible technology interest and opinions. There was some discussion about our Library desktop computers, and possibly purchasing tablets or kindle readers for patrons use, but no decisions were made.

C.) Trustee Training, Library Bill of Rights: The Library Board read and discussed an interpretation of the Library Bill of Rights, as prepared by the American Library Association.

D.) Donation Jar: It was agreed after some discussion to begin setting out a “Donation Jar” at the checkout desk for Library programs and Library events to help cover costs for programming.

- XI. Old Business: none

- XII. Dates to Remember: A.) Next Library Board Meeting: October 1, 2018, 7:00pm.

B.) Sat., Sept. 15, 2018: Civilian Cons. Corps Program (Linda McCann) at 11:00.

- XIII. Adjourn: A motion was made by Tempest Kuykendall to adjourn at 8:05 pm, 2nd by Joy Thye. Passed 5-0.

Submitted by Tempest Kuykendall