

EVANSDALE PUBLIC LIBRARY  
MONTHLY BOARD OF TRUSTEES MEETING  
Monday, January 20, 2020 – 6:00 p.m.

**Call to Order:** The meeting was called to order by President Nichols at 6:05 p.m.

**Roll Call:** Present: Brown, Clements, Kettwig, Nichols and Rasanen  
Absent: Borwig, Johnson, and Pritchett  
A quorum was present.

**Approval of December 09, 2019 Monthly Meeting Minutes:** Nichols moved and Brown seconded to approve the monthly meeting minutes from December 09, 2019. Ayes – 5, Nays – 0. The motion carried.

**Approval of bills to be paid in January:** Clements moved and Rasanen seconded to approve the bills to be paid in January. Rasanen asked if bills had ever *not* been paid. Jensen said one time in her twenty-two years a bill was pulled until further information could be obtained. Ayes – 5, Nays – 0. The motion carried.

**Treasurer's Report:** Kettwig gave the Treasurer's report.

**Circulation Report:** Reviewed by the Board of Trustees

**Old Business:**

- A. **Update on library survey** – Director Jensen said upon counting the received surveys, she had less than she originally thought because of the paper thickness. We only received sixteen from the Evansdale News and nine from the counter. She asked if the board wished for her to continue to collect on the counter. It was decided that she will compile the information for them and have available at the next meeting.

**New Business:**

- A. **New Sign placements** – Director Jensen noted that the new signs had arrived and six of the ten received were used to replace the old signs around town as they were faded and cracked but the Public Works Director told her he'd saved them. Nichols moved and Kettwig seconded to order yet six more signs from Tapco so there will be a total of ten new placements and that information would be given to the Public Works Director. He said we would be responsible for the cost of poles, even though the city has them, but they would cover labor. New placement locations to be: 1) off I-380 by Kwik Star; 2) and 3) corners of Dubuque Road and Evans Road both East and West; 4) on Evans Road just south of Jewell's Body Shop; 5) on Lafayette Road west of the Lafayette Bridge; 6) On Lafayette Road west of Roosevelt Road; 7)

Somewhere between Gilbert Drive and Lafayette Road, near Central; 8) on Gilbert Drive west of McCoy Road; 9) on Evans Road near First Security State Bank and 10) on Lafayette Road west of Morris Insurance Company. This will cover all entrances into Evansdale from all major and minor arteries that do not have signage directing to the library. Ayes – 5, Nays – 0. The motion carried.

- B. Review/Revision/Approval of Sex Offender Policy** – Brown moved and Rasanen seconded to approve the sex offender policy as currently written. Ayes – 5, Nays – 0. The motion carried.
- C. Review/Revision/Approval of Weeding Policy** – Discussion was held about changes that could or should be made to the weeding policy. Kettwig moved and Clements seconded to remove the “with the exception of National Geographic” from the magazine section, as well as add the word “could” to the “Exceptions could include:” section in 3. Frequency of circulation. Ayes – 5, Nays – 0. The motion carried.
- D. Advertisement opportunity with Poyner Elementary** – After consideration of the ad spots offered along with pricing, Rasanen moved and Clements seconded to approve the Half Front Cover spot (6” x 2”) at a cost of \$500. Ayes – 5, Nays – 0. The motion carried.

**Discussion:** Brown said he would like to see what we could do to get more involved with the Boys and Girls Club of Evansdale. He said he had visited and their shelves were old and minimal and the books they had were almost falling apart. He asked if they were an entity that we could donate withdrawn materials or donated books that we would not add to our collection and Director Jensen said yes. He said he’d also like to see if we could do some type of story time or outreach over there and Director Jensen said it was a possibility provided that timing and needs coincided. She would see what they were interested in. Rasanen said that after ten years on the library board she has decided that it is time to step down as an Elk Run Heights representative. She has notified the city of Elk Run Heights already and Jensen said she would talk to City Clerk Eastman or Mayor Lundy to let them know about patrons who might be interested.

**Adjournment:** The meeting adjourned at 7:35 p.m.

Respectfully submitted,

Shannon Jensen, Library Director