

**EVANSDALE PUBLIC LIBRARY
MONTHLY BOARD OF TRUSTEES MEETING
Monday, September 18, 2017 – 6:00 PM**

Call to Order: The meeting was called to order by President Hansen at 6:01 p.m.

Roll Call: Present: Clements, Hansen, Johnson, Kettwig, and Pritchett
Absent: Nichols and Rasanen

Approval of August 21, 2017 Monthly Meeting Minutes: Kettwig moved and Clements seconded to approve the minutes from the August 21, 2017 meeting. Ayes – 5. The motion carried.

Borwig arrived at 6:03 p.m.

Approval of bills to be paid in September: Clements moved and Johnson seconded that we approve the August bills to be paid in September. Ayes -6. The motion carried.

Treasurer's Report: The treasurer's report was reviewed. There were no questions.

Circulation Report: The circulation report was reviewed. Hansen questioned how the numbers matched on the electronic circulations and director Jensen explained how it is set up. There were no further comments or questions.

Old Business:

1. **Continuing Education Opportunities for board members:** The continuing education opportunities for board members were discussed again. Director Jensen provided the board members with a list of DVDs that are available, as well as online courses that are suitable for trustee training. The board discussed when we would start and which things we would look at. It was determined that Director Jensen will pick the first one and we will stay after the November meeting to complete the first quarter's requirement.
2. **Library Assistant update:** Director Jensen noted that she is working out well and picks things up quickly. She also noted that Denise was working solo over in the library while she was in this meeting so she had ever confidence that she would have no problems with her tasks but also knew where to find her if something did come up.

New Business:

1. **Freegal Database Renewal:** Director Jensen shared that the Freegal downloads for the same year period as the last renewal process went up from 792 to 1101. Jensen said she had not received an invoice with the renewal update but shared what the trend had been price wise. Borwig motioned and Johnson seconded to renew if the cost did not exceed \$830 for the year, and we would monitor for additional increase. Discussion was held. The board talked about the public aspect of the database and how that was a good thing. It was also a good thing to aid with our circulation numbers. However, it was noted that there were only 22 separate individuals who used the service during the last service year. Hansen noted that he's never thought it was a service we should provide. Clements feels like the price to service is just too much. Borwig thought we could step up the advertising. Ayes – Borwig, Johnson and Kettwig. Nays – Clements, Hansen and Pritchett. The motion failed.
2. **Review/Revision/Approval of Gift Acquisition Policy –** The policy was reviewed. Johnson moved and Clements seconded to approve the policy as-is with no changes. Ayes – 6. The motion carried.
3. **Review/Revision/Approval of Public Meeting Use policy –** The policy was reviewed. Johnson moved and Pritchett seconded to pass the policy with the change of wording in the second section from

“Permission for any meetings will be left solely to the discretion of the librarian” by changing the word librarian to Director. Ayes – 6. The motion carried.

Discussion:

- Pritchett brought up the subject of our attendance policy enforcement and it will be put on the agenda for the October meeting.

Adjournment: There being no further business the meeting was adjourned at 7:02 p.m.

Respectfully submitted,

Kathy Pritchett, Board Secretary