

**EVANSDALE PUBLIC LIBRARY
MONTHLY BOARD OF TRUSTEES MEETING
Monday, February 19, 2018 – 6:00 PM**

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

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

Approval of December 18, 2017 Monthly Meeting Minutes: Johnson moved and Clements seconded to approve the minutes from the December 18, 2017 meeting. Ayes – 5. The motion carried.

Approval of January 15, 2018 Monthly Meeting Minutes: Johnson moved and Clements seconded to approve the minutes from the January 15, 2018 meeting. Ayes – 5. The motion carried.

Approval of bills to be paid in January: Clements moved and Hansen seconded that we approve the December bills to be paid in January. Ayes -5. The motion carried.

Approval of bills to be paid in February: Clements moved and Hansen seconded that we approve the January bills to be paid in February. Ayes -5. The motion carried.

Treasurer's Report: The treasurer's report was read by Johnson and reviewed. There were no questions.

Circulation Report: The circulation report was reviewed. Asked if there were any questions. There were none.

Old Business:

There was no old business. Hansen asked if the budget had been approved. Director Jensen noted that it was on the agenda for the council meeting the following night.

New Business:

1. **Discussion/Action to send out Summer Reading Program donation request letters:** Rasanen moved and Johnson seconded to approve sending out the Summer Reading Program donation request letters to local businesses. Ayes – 5. The motion carried.
2. **Review/Revision/Approval of Overdue Materials policy:** It was decided to table this until next month's meeting because copies of the policy were omitted from the packets.
3. **50th anniversary celebration discussion:** The only discussion held was Rasanen asking if maybe we could do a Facebook boost about the information of the actual 50th anniversary which Jensen noted was happening tomorrow. There was a consensus at the table to give it a shot and Jensen said she'd write something up, do the boost, and report back at the next meeting how it went over. Jensen also showed the board a pen she had received from an advertising company with the 50 year symbol along with name and address. She said it was a pen/stylus for electronics but the price was kind of high although it was an option if they didn't come up with something better. She informed them that turn-around time on these types of items are usually rather quick.
4. **Request from EEDC to sell Welcome Books in library:** Director Jensen said that she was approached by Mary Kettwig in her capacity of an EEDC member and asked if the library could sell the Welcome Books in the library. Jensen told her that it would have to go to the Board for approval as all requests like this do. She noted that the Evansdale Water Works and First Security State Bank in Evansdale are selling them. They sell for \$10 and are a fundraising effort for the EEDC's Community Center. Rasanen moved and Clements seconded the approval of selling them in the library. Ayes – 5. The motion carried.

5. **Discussion/Action to renew with BRIDGES for FY2019:** A copy of the letter of agreement was in the packets. The cost is a \$300 base price for each library and then \$.13 per capita for the city. Jensen noted that cost should be a total of \$917.63 and it will be billed after the fiscal year but contracts are due by March 31, 2018. Johnson moved and Hansen seconded the approval of the BRIDGES contract for FY2019. Ayes – 5. The motion carried.

Discussion: There was no additional discussion. It was noted by Director Jensen that continuing education for the board would follow directly after the meeting.

Adjournment: There being no further business the meeting was adjourned at 6:30 p.m.

Respectfully submitted,

Shannon Jensen, Library Director