

Library

MINUTES - EVANSDALE LIBRARY BOARD MEETING

July 11, 1985

Called to order at 6:34 p.m.

Present: Larrew, Groskurth, Fagerlind, Winstead, Russell, Gardner, Librarian Green.

Absent: Floyd, Hurley, Towne.

Motion to approve minutes of June 6 meeting was made by Gardner. Seconded by Russell. Minutes approved.

BILLS TO BE PAID IN JULY

Time Magazine (1 yr. subscription)	\$ 58.24
Librarian Green (books)	19.40
Thomas Bouregy & Co. (books)	26.75
Bradfields Groc. (books)	19.30
World Books Inc. (encyclopedias)	533.00
Marge Foss (books)	28.95
NW Bell Telephone	--
	<u>\$685.64</u> Total

Motion to approve bills was made by Larrew
Seconded by Groskurth. Bills stand approved.

Treasurer's Report: Beginning balance as of July 1, 1985 is \$19,497.00.

LIBRARY REPORT FOR JUNE

Hours open	148	People in	556
Circulation	1,645	New Cards	23
County	84	County	0
Elk Run	193	Elk Run	1
Other	59	Evansdale	22

<u>Money Turned In:</u>	Fines	\$9.80
	Dup. Cards	1.25
	Copies	1.20
		<u>\$12.25</u> Total

New Acquisitions: 28 Adult Fiction 8 Youth Fiction
4 Adult Non-fiction

OLD BUSINESS:

Winstead talked to City Clerk regarding the insurance coverage for Librarian. Expense will not be taken from our budget, but she will remain covered through the insurance program.

Librarian reported that she has asked the Library patrons their opinion on the Library hours. Two or three wanted to see later hours (evenings) Quite a few would like to have the Library open earlier but in general the majority requests no change. Changes in hours to be open will be discussed after the schools open in Sept. Gardner expressed the possible need for evening hours for school children to use.

NEW BUSINESS:

Librarian mentioned that most book companies offer catalogue kits with their books at a cost of about 80¢ per book more. This would involved about 25% of our book purchases. Groskurth made the motion to take advantage of this offer; seconded by Russell. Approved.

Librarian has a doctor's appointment next Tues. Groskurth will take her place. Inventory is going along fine. Two CETA workers are helping.

Next month's meeting is August 1. City clerk mentioned the possibility of changing our board meetings to a later week in the month. Upon discussion, the Board sees no need to change at this time. Meetings will continue to be held on the first Thursday of each month at 6:30 p.m.

Copy of County Contract arrived for \$500.00 (\$125.00 per quarter)

Files are getting filled with old bills (receipts) Board decided they should still be kept for a minimum of 5 years but they can be removed from the files and stored in boxes.

Discussion was held regarding vacation for Librarian. She is entitled to 2 weeks per fiscal year.

Elections were held:

Motion made by Groskurth to have Winstead remain as Chairperson.
Seconded by Fagerlind. Approved.

Motion by Fagerlind to keep Gardner as Vice-Chairperson. Seconded by Russell.
Approved.

Motion by Groskurth to have Larrew continue as Secretary. Gardner seconded.
Approved.

Motion by Fagerlind for Groskurth to remain as Treasurer. Seconded by Russell.
Approved.

Meeting adjourned at 7:33 p.m.

Secretary,

Marlys Larrew

MINUTES - EVANSDALE LIBRARY BOARD MEETING

August 1, 1985

Meeting called to order at 6:40 p.m.

Present: Winstead, Gardner, Groskurth, Fagerlind, Towne, Russell, Hurley, Librarian Green.

Absent: Larrew, Floyd.

Motion to approve minutes of July 11, 1985, meeting was made by Groskurth. Seconded by Gardner. Minutes approved.

BILLS TO BE PAID IN AUGUST

Bernice Green (15 books & office supplies)	\$ 57.68
Franklin Watts (Books)	97.73
B. Dalton (Books)	100.13
Thomas Bouregy & Co. (Books)	26.75
Publisher's Telemarketing (Books)	88.67
Children's Reading Tree (Books)	104.88
NW Bell Telephone	- -
	\$ 475.84 Total

Motion to approve bills was made by Russell, seconded by Hurley. Bills stand approved.

Treasurer's Report: Beginning Balance as of August 1, 1985, is

LIBRARY REPORT FOR JULY

Hours Open	158	People in	550
Circulation	1,567	New Cards	29
County	60	County	1
Elk Run	175	Elk Run	6
Other	40	Evansdale	22

<u>Money turned in:</u>	Fines	\$ 8.35
	Dup. Cards	1.25
	Copies	1.80
		\$ 11.40 - Total

New Acquisitions:	9 - Adult Fiction	28 - Youth Fiction
	6 - Adult Non-Fiction	25 - Youth Non-Fiction

OLD BUSINESS: The two CETA workers are working out just fine.

NEW BUSINESS: Mrs. Green reported that two new gardening books were donated to the library in memory of Floyd Thompson by Darlene Thompson.

A certain Evansdale family has not returned several long over-due books. They have been called several times, sent a copy of the law, and contacted personally. The books total \$32.54. The Board decided to send said family a letter requiring the return of said books or require them to pay for the books. Otherwise, they will be contacted by the police department. It was also discussed making a form letter for over-due books.

Groskurth stated that librarian will be needing help in the future as the CETA workers will be leaving August 16th. Groskurth volunteered to help fill out a ten page report for the State and Regional Library. It was suggested that other volunteer help be obtained from the Friends of the Library or from Board members.

Meeting was adjourned at 7:10 p.m.

Gerri Russell,
Acting Secretary

GR/bg

MINUTES - EVANSDALE LIBRARY BOARD MEETING

September 5, 1985

Meeting called to order at 6:38 P.M.

Present: Winstead, Fagerlind, Hurley, Towne, Russell and Librarian Green.

Absent: Gardner, Groskurth, Larrew, Floyd.

Motion to approve minutes of August 1, 1985, meeting was made by Fagerlind, seconded by Hurley. Minutes approved.

BILLS TO BE PAID IN SEPTEMBER

S. Burdette Co. (1 book)	\$ 3.97
Bernice Green (book purchase)	15.00
Thomas Bouregy & Co. (books)	26.75
Marge Foss (books-half-price)	50.75
Grenoble (12 books)	64.66
Franklin Watts (7 books)	95.12
Peruse Books (15 books)	163.35
J. S. Latta (6 books)	35.70
J. S. Latta (office supplies)	28.37
NW Bell Telephone	- -
	\$ 483.67 - Total

Motion to approve bills was made by Towne, seconded by Fagerlind. Bills stand approved. There was no Treasurer's report.

LIBRARY REPORT FOR AUGUST, 1985

Hours Open	160	People in	507
Circulation	1,440	New Cards	22
County	92	County	0
Elk Run	116	Elk Run	5
Other	51	Evansdale	17

<u>MONEY TURNED IN:</u>	Fines	\$ 8.65
	Dup. Cards	1.50
	Copies	9.60
		\$ 19.75 - Total

New Acquisitions:	48 - Adult Fiction	20 - Youth Fiction
	17 - Adult Non-Fiction	8 - Youth Non-Fiction

There were not enough people present to have a Friends of the Library meeting on September 4, 1985.

There was not any old business to discuss.

There was no new business to discuss.

Meeting was adjourned at 6:55 P.M.

Gerri Russell,
Acting Secretary

GR/bg

MINUTES - EVANSDALE LIBRARY BOARD MEETING

October 3, 1985

Called to order at 6:35 p.m.

Present: Gardner, Groskurth, Larrew, Fagerlind, Winstead, and Librarian Green.

Absent: Hurley, Towne, Russell, Floyd.

Motion to approve minutes of Sept. 5 meeting made by Gardner; seconded by Larrew. Approved.

BILLS TO BE PAID IN OCTOBER

National Library Service Inc. (books)	\$59.70
Publisher Telemarketing (books)	67.31
Walden Books (books)	71.69
J. S. Latta Co. (office supplies)	24.51
N.W. Bell Telephone	- - -

\$223.21 Total

Motion to approve bills was made by Larrew; seconded by Gardner. Stand approved.

Treasurer's Report: Nothing corresponds with our figures. Committee will be formed to approach City Hall.

LIBRARY REPORT

Hours open	144	People in	410
Circulation	1,250	New cards	26
County	41	County	0
Elk Run	123	Elk Run	5
Other	72	Evansdale	21

Money turned in:

Fines	\$8.75
Dup. Cards	1.25
Copies	9.00
	<u>\$19.00</u> Total

New Acquisitions:	1 Adult Fiction	20 Youth Fiction
	3 Adult Non-Fiction	8 Youth Non-Fiction

Report from Friends of the Library: None

Old Business: None

New Business: Special meeting will be called at 5:15 p.m. Oct. 7, 1985. This will be a Special Budget meeting to go over our figures before presentation before Mayor Saul and City Clerk. A date and time will be discussed regarding a special meeting between Library Board and Mayor Saul and City Clerk. Groskurth will contact them.

Eagles Auxiliary from Waterloo donated \$200.00 to Friends of the Library to be used specifically for large print books.

Chamber of Commerce donated \$250.00 to Friends of the Library from proceeds of Las Vegas Night.

Almost \$2,000.00 has been spent on books out of the 85-86 budget.

Adjourned: 7:00 p.m.

Secretary,
Marlys Larrew

MINUTES - EVANSDALE LIBRARY BOARD SPECIAL MEETING

Monday, October 7, 1985

Meeting called to order at 5:18 P.M.

Present: Winstead, Gardner, Groskurth, Fagerlind, Russell,
Librarian Green.

Absent: Larrew, Towne, Hurley, Floyd.

Because of a discrepancy in figures of the monthly Budget Reports and the Treasurer's figures, the Board decided to meet with the Mayor and the City Clerk at the earliest convenience of all to discuss this matter. Winstead will contact the Mayor to set up an appointment.

Meeting was adjourned at 5:33 P.M.

Gerri Russell,
Acting Secretary

GR/bg

Library

MINUTES - EVANSDALE LIBRARY BOARD MEETING

November 7, 1985

Meeting called to order at 6:45

Present: Fagerlind, Winstead, Gardner, Russell, Larrew, Groskurth, Librarian Green.

Absent: Towne, Hurley, Floyd.

Guest: Brenda Jelenik, Vice-Chairperson of Friends of the Library.

Motion to approve minutes of October 3 Board Meeting was made by Fagerlind; Seconded by Russell. Minutes stand approved. Motion to approve the minutes of the Oct. 7 Special Meeting was made by Gardner; Seconded by Larrew. Stand approved.

BILLS TO BE PAID IN NOVEMBER

Morris Printing Co.	\$22.50
NW Bell Telephone	--
Total	\$22.50

Russell made the motion to approve the bills; Fagerlind seconded the motion. Approved.

LIBRARY REPORT FOR OCTOBER, 1985

Hours Open	164	People In	471
Circulation	1,357	New Cards	22
County	39	County	2
Elk Run	130	Elk Run	5
Other	75	Evansdale	15

Money Turned In

Fines	\$2.55
Dup. Cards	.50
Copies	11.70
	<u>\$14.75</u>
	Total

New Acquisitions:	4 adult fiction	7 youth fiction
	3 adult non-fiction	

Report from Friends of the Library: Brenda Jelenik reports that participation has dropped from approximately 30 members to 4. She suggested dis-banning the group and spending the funds. No goal has been designated which could be a possible cause for the lack of participation at the meetings. There is approximately \$486.00 in savings and \$486.00 in checking at this time. The residents of Evans Village always look forward to the Friends bringing the book cart each Tuesday but there is a lack of volunteers to do this service. Brenda has been doing this but due to a conflict with working hours and other commitments, she cannot continue this on a weekly basis. She has not been able to contact the Chairperson regarding business and meetings of the Friends of the Library. There may be a possibility of continuing if a re-organization would occur. It was suggested that the Board try to contact the Chairperson. Russell made the motion that the Library Board compile a letter stating our concerns for this group and find out the intentions of the Chairperson regarding re-organization or dis-banning. Motion was seconded by Larrew. Approved. Groskurth and Larrew will compile the letter.

November 7, 1985 Minutes continued.

Old Business: Financial meeting with the Mayor and City Clerk turned out fine.
Discrepancies and explanations clarified our financial differences.

New Business: Regional Library donated books (Titles and Authors) valued at \$199.00.
These were greatly appreciated by our Library!

We need to improve our reference material, especially now that the children are back in school and have need for much more than we can offer at this time.

Black Hawk County Home has books they would like to donate to our Library, but at this time, we do not have the space for them.

Meeting adjourned at 7:27 p.m.

Marlys Larrew

Secretary

Library

MINUTES - EVANSDALE LIBRARY BOARD

December 5, 1985

Present: Larrew, Winstead, Russell, Floyd, Fagerlind, Hurley, Librarian Green.

Absent: Groskurth, Towne, Gardner.

Motion to approve minutes of Nov. 7 meeting was made by Hurley. Seconded by Russell.
Minutes stand approved.

BILLS TO BE PAID IN DECEMBER

R. L. Polk (City Directory)	\$ 70.00
Sports Illustrated	31.86
NW Bell	- - -
	<u>\$101.86</u>

Motion to approve bills was made by Larrew: seconded by Fagerlind. Approved.
No Treasurer's Report.

LIBRARY REPORT FOR NOVEMBER

Hours open	142	People in	530
Circulation	1489	New cards	23
County	43	County	0
Elk Run	105	Elk Run	3
Other	101	Evansdale	20

New Acquisitions:	Money turned in:	Fines	\$5.00
7 Adult non-fiction		Dup. cards	.75
11 Adult fiction		Copies	.90
			<u>\$6.65 Total</u>

Friends of the Library Report: None. There will be a report next month.

Old Business:

Discussion was held regarding Friends of the Library. Draft copy of letter was read and given to Paula Floyd regarding lack of attendance at monthly meetings of Friends of the Library, stating our concern for this organization. Floyd expressed her feelings of anger and confusion as she was under the impression that blame was being imposed upon her since she has been Chairperson, and feeling that we, the Library Board, had forgotten all the good things the Friends has done in the past. The Board assured her that no blame was put on anyone and that it had just been brought to our attention at the November meeting. Winstead suggested that a Board meeting of the Friends be held.

New Business:

County funding of \$500.00 may have to be cut. County Budget meeting will be held in Dec. so we should know soon.

Reference material: What material is most in demand? Possibly a survey should be taken. Librarian Green will call Regional for assistance. At present our most requested reference material is the Almanac and the Encyclopedias.

Petty cash: Librarian is about out of petty cash. Much has been used on postage. It was suggested we ask the city about useage of city postage.

Meeting adjourned at 7:07 p.m.

Marlys Larrew
Secretary

EVANSDALE LIBRARY BOARD MINUTES

January 6, 1986

Called to order: 6:35 p.m.

Present: Winstead, Floyd, Russell, Larrew, Groskurth, Gardner, Librarian Green.

Absent: Towne, Fagerlind, Hurley.

Guest: John Mardis, Councilman.

Mr. Mardis expressed his hopes for Library expansion and encouraged the Board to again submit our requests for enlargement and request the funds when we submit our budget. The present Council members are realizing our needs and due to a new policy beginning tomorrow (no smoking at Council meetings) our chances of moving into the Chambers have a more promising outlook, since the smoking posed a problem with the previous plans on using the Chambers Room. He suggested we introduce our request after the budget request. He also expressed the needs for extended hours of the Library, but does not yet know how the extra help would be funded. Possibility of Workfare pool could be used if possible, or Job training program could be looked into as a low cost alternative.

Motion to approve minutes of Dec. 5 meeting was made by Groskurth. Russell seconded. Minutes stand approved.

BILLS TO BE PAID IN JAN.

Marge Foss (42 paperbacks at $\frac{1}{2}$ price)	\$47.50
NW Bell Telephone	<u> </u>
	\$47.50

Motion was made by Larrew to approve bills. Groskurth seconded. Approved.

LIBRARY REPORT FOR DECEMBER

Hours open	132	People in	413
Circulation	1,101	New cards	21
County	23	County	0
Elk Run	79	Elk Run	2
Other	71	Evansdale	19

New Acquisitions:

53 Adult fiction 6 youth fiction
1 Adult non-fiction 1 youth non-fiction

Money Turned in:

Fines:	\$3.10
Dup. cards	1.50
Copies	<u>.75</u>
	\$5.35 Total

Treasurer's Report: Budget sheet was checked over and discussed. We will request a raise for salaries, to cover error in budget, and raise group insurance as insurance just went up 25%. Need line item for postage and gift income and/or expenses. (Treasurer's report preceeded Library report.)

Friends of the Library Report: Paula Floyd reports that a vote was taken and it was decided to dis-ban the Friends of the Library group. She brought the checkbook and ledger. Balance in checking is \$332.62 and \$729.25 in savings as of 12/11/85. Winstead suggested the board of Friends of the Library meet and decide how to dis-burse of the money, since they worked so hard to earn it and have the right to make the decisions on how it is to be used.

Old Business: Library cart at Evans Village. Larrew suggested the Board members take turns delivering books to the residents now that the Friends of the Library is no longer in existance and will not be making these deliveries. Gardner made the motion that we deliver the first and third Tuesdays of each month at 5:30 p.m. Seconded by Russell. Approved. Volunteer list was made up through March 4th.

New Business: There are 8 boxes of books to dispose of. It was suggested to ask if Evans Village wanted some of them, also if any nursing homes could use any.

Discussion was held on the purchase of the romance books from Marge Foss. We purchase them approximately every 4 months and questions arose as to our actual need for this amount of romance books. Tabled until later date.

Meeting adjourned at 8:05 p.m.

Marlys Larrew
Secretary

MINUTES
EVANSDALE LIBRARY BOARD Feb. 6, 1986

Called to order at 6:40 p.m.

Present: Winstead, Russell, Larrew, Groskurth, Fagerlind, Hurley, Librarian Green.

Absent: Towne, Floyd, Gardner.

Scott Raudabaugh from the Police Association was not able to attend tonight but was in earlier and purchased books for our library.

Guests: Councilpersons Muehl and Thompson.

Motion to approve minutes of Jan. 6, 1986 meeting was made by Fagerlind. Seconded by Hurley. Motion carried and approved.

BILLS TO BE PAID IN FEBRUARY

U. S. News and World Report	\$ 29.00
Morris Printing	4.00
NW Bell Telephone	<u> </u>
	\$ 33.00

Motion made by Hurley to approve bills. Russell seconded.
Bills stand approved.

Treasurer's Report. Report was checked over by the Board. Leftover in the budget is \$6,816.54. We have to absorb the insurances, but we can use Capital Improvements plus Repairs to cover most of this. The new budget states \$100.00 on minor repairs. We were going to purchase tapes and books for reference but can't now because we will need it to cover insurance. We also have to absorb over \$300.00 on salary.

CIRCULATION REPORT

Hours open	155	People in	638
Circulation	1702	New cards	38
County	48	County	4
Elk Run	108	Elk Run	5
Other	131	Evansdale	29

New Acquisitions:

3 Adult Fiction	13 Youth Fiction
1 Adult Non-fiction	4 Youth Non-fiction

Money Turned In:

Fines	\$4.95
Torn book	2.00
Duplicate cards	1.00
Copies	<u>7.05</u>
	\$15.00 Total

Old Business: Table Harlequin Romance for another month.

New Business: Budget cuts. City wants to cut our Librarian down to 20 hours a week and minimum wage and bring in volunteer help. Winstead called the RSVP as suggested, and spoke with the lady in charge. They have people over 60 years of age helping at the Waterloo Library and they would be glad to send volunteers here but they would need a librarian on duty to supervise them. Winstead referred to Ordinance 232, which states the city must establish and maintain a free public library providing a Board of Library Trustees defining the powers and prescribing the duties of such Board, dated Feb. 20, 1968 and signed by Sid Lederman, Mayor. Mr. Muehl stated that this is the current code we are working with, State of Iowa says a city of our size must

provide this. Groskurth brought up the fact that the Librarian IS the Library (all the board agreed) and in the 11 years Librarian Green has worked here, she has only missed a few days of work. Now, as it stands, she may be forced to look elsewhere for work. The budget was looked over to see how we can reduce it in order to keep our librarian at present status. We can eliminate buying new books, cut back all other expenses such as books, repairs, minor equipment and office supplies. We can drop all which will give us approximately \$4,500.00 to pay toward full time Librarian. However, we do need some for office supplies. Volunteer help will not work as volunteers cannot offer the information and assistance our Librarian can give. We do not want to go backwards in what our Library has to offer, which is what we foresee with the present ideas for librarian cuts. We no longer have a Friends of the Library to help out. We do put money back into the general funds yearly with fine money, donations, Elk Run, County, etc. Thompson stated that this has all been figured in with the cuts. Muehl said there is going to be a Business Appreciation fund raiser for Waterloo, Cedar Falls, Black Hawk County (including Evansdale) in April. Kickoff the week of Feb. 26. Terry Helton is on the board for this. It will be a Fly-In, which is the Iowa 99er's flying in and providing a breakfast. If we could start another Friends of the Library (suggesting Board members and their families call ourselves an association, Friends of the Library) and go out and raise some money this way, which will benefit our library directly to cover our deleated line items. Thompson said that any money that comes directly into the library on a line item goes into city's general fund due to state law, but we can set up a separate fund for carry-over funds like a Capital Improvement fund. City is looking to cut with big chunks of money and the only place to find it is in salaries and benefits (all departments) in order to meet the governor's freeze. Question was brought up about other pay cuts, such as Mayor and Councilmen. Thompson said the Councilmen have already taken a cuts to one half, but the Mayor's salary has been fixed by ordinance. Another question; why do we need a full-time Mayor since the city has gotten by with part-time Mayors in the past? Other proposed cuts in other departments were listed by Muehl. Thompson gave a FAR OUT idea: to have the library open the hours that City hall is open and check out of books would be through an office such as Water Works, a totally on your own, open door thing. We were asking for \$22,000.00 but are willing to drop to approx. \$18,000.00 just to keep our Librarian. Librarian said she wouldn't mind being cut to 30 hours a week but is not ready to accept the minimum wage idea. She also depends on the benefits. She just began receiving them recently. If the insurance is taken away, that totals \$1056.00, line item 8. By working less than 40 hours per week, she would be considered part time and lose not only insurance, but FICA, IPERS, etc. Muehl will check to try and legally provide insurance, however, rules say only full time can get benefits. Thompson said maybe we could work something out. If we move to larger quarters and people see we have room for more books, possibly we could get books next fiscal year through more donations. We already have shelves donated which are stored (25 ft shelf) and we can use our cost on this years budget to move. Only real cost involved right now is phone lines. Moving is no problem financially. Thompson said to think over part-time and present it by Tues. evening budget workshop. Final decision should not be until next council meeting a week from this coming Tues. We need to check on the law about the ramp to the raised area in the Chambers room if we do move there. We could get volunteers to build a ramp if necessary. Platform would be used for tables to study or read, no books would be placed there. Our main concern is just keeping our Librarian status as it is now.

Librarian Green went to Board of Supervisors meeting last week to make sure we get the same funding as we have been receiving. It is still set at \$500.00 a year. March of Dimes reading program served 35 that day instead of an expected 10 or so.

Expanding hours or switching hours. Tabled for now.

Typewriters are receiving abuse when checked out and are in need of repair. It was suggested that a \$10.00 deposit on all our equipment be required. This is a free library but we will require a deposit to be refunded unless it is returned in not the same condition as when it was checked out. Our other equipment consists of projector, screen, tape recorder. Motion was made by Hurley to require a \$10.00 deposit on our equipment that is checked out. Seconded by Groskurth. Approved.

Librarian reports that Waterloo borrowers are using our library to check out books, as a convenience since they live closer to Evansdale and it is easier at times than going into Waterloo. These are Waterloo Library card holders who use their Waterloo cards to check out books here. We have been allowing this in the past, however, a resident of Evansdale has brought this to our attention and says the Evansdale people do not feel this is fair, since we are not allowed to do the same in Waterloo. Waterloo Library charges our residents \$60.00 if we want this privilege. Some of these Waterloo borrowers even request us to borrow Intra-Library for them. Motion was made by Russell to limit book check out to Evansdale, Elk Run, Black Hawk County card holders; seconded by Fagerlind. Approved. Note: our circulation will be cut down, for instance, this month 131 books were checked out to Waterloo card holders. Our tax dollars pay for our Library just as Waterloo's pays for theirs.

We have 2 bills to turn over to Friends of the Library. Copies of these will be made and mailed to Floyd to be handled from the funds of Friends of the Library account.

Russell reports that the Americana Home will take the old books we want to donate. We will also give some to Evans Village.

Discussion carried on about shelf measurements and move to Chambers.

Adjourned at 8:45

For further in-detailed discussion held during this meeting, refer to TAPE required by Mayor Saul.

Marlys Larrew
Secretary

Library

MINUTES - EVANSDALE LIBRARY BOARD

March 6, 1986

Called to order at 6:34 p.m.

Present: Towne, Larrew, Winstead, Fagerlind, Russell, Hurley, Librarian Green

Absent: Groskurth, Gardner, Floyd.

Motion to approve minutes of Feb. 6 meeting was made by Russell. Seconded by Towne. Approved.

No Treasurer's Report.

No Bills for month of March payment.

Circulation Report for February

Hours open	138	People in	558
Circulation	1634	New cards	23
County	38	County	0
Elk Run	161	Elk Run	1
Other	35	Evansdale	22
<u>Money turned in:</u>		Fines	\$ 4.00
		Dup. cards	.75
		Copies	6.60
			<u>\$11.35</u>

No new acquisitions during February.

OLD BUSINESS: Winstead received sheet wanting to know if we will need more money to operate this fiscal period. We have \$1,600.00 left, this does not include wages. Includes adjustments on insurance error. Will be turned over to treasurer.

Library move: The city does not want us to move for the next couple of weeks as they want to wax the floor. Russell made the motion to make the move at 9:00 a.m. April 5, Hurley seconded. Approved.

Harlequin Romances: Hurley made the motion to purchase these as usual at half price one more time, then because of the budget we will have to quit by July 1, 1986. Russell seconded the motion. Approved.

NEW BUSINESS: A letter of resignation turned in by Gardner was read. It was dated Mar. 3. Larrew made a motion to accept it; Towne seconded. Approved. At this time we have no one in mind to suggest to fill this vacancy. Tabled. Motion was made by Hurley to have Russell accept the open position of Vice-Chairperson. Fagerlind seconded. Approved. Russell is now Vice-Chairperson.

Winstead read letter regarding Mini-Grant in the amount of \$40.00. One grant per county allowed. No one is interested in attending at this time.

Librarian Report: Library cart at Evans Village needs to be picked up. Winstead will take care of it. Also shelves at B Dalton will be picked up. What are plans for new library hours? Board decided to table this for now. Science Encyclopedias are in from the Evansdale Police Association. Waterloo Borrower's - some want to know if they can pay a fee to be able to use our library (user's fee) Tabled.

Friends of the Library - It has been suggested we form a Friends of the Library among ourselves. We are all in agreement to do so. We need to hold a meeting and elect officers so that when the books are turned over, we will be able to take control of remaining funds and expenditures. Membership is available to anyone interested in joining.

Adjourned at 7:35 p.m.

Marlys Larrew, Secretary

MINUTES - EVANSDALE LIBRARY BOARD

April 5, 1986

Called to order at 1:50 p.m.

Present: Hurley, Russell, Groskurth, Larrew, Winstead, Fagerlind, Librarian Green.

Absent: Towne, Floyd.

Motion to approve minutes of March 6th meeting was made by Fagerlind. Seconded by Hurley. Minutes stand approved.

BILLS TO BE PAID IN APRIL

Iowa Door Closer	\$87.50
Readers Digest	8.95
B. Dalton (books)	58.78
Librarian Green (postage)	14.16
Simpson Bus. Machine Center (typewriter repair)	59.40
Terry Raitt (shelving & brackets)	26.77
	<u>\$ 255.56</u>

Motion to approve bills made by Larrew. Seconded by Russell. Bills stand approved.

Treasurer's Report: Library Budget sheet was checked over by Board. We have approximately \$1,900.00 left in this fiscal year.

CIRCULATION REPORT

Hours open	154	People in	586
Circulation	1,466	New cards	13
County	38	County	2
Elk Run	119	Elk Run	0
Other	0	Evansdale	11

Money turned in:

Fines	\$6.20
Duplicate cards	.75
Copies	1.95
	<u>\$8.90</u>

New 'Acquisitions: 20 Adult Fiction 1 Adult Non-Fiction

Old Business:

Change of hours: Groskurth made the motion to change hours from Tues. p.m. to Thursday p.m. Hurley seconded the motion. Carried. Groskurth made the motion to deliver books to Evans Village on Thursdays instead of Tuesdays. Book delivery being on the 1st and 3rd Thurs. of each month at 6:15 p.m. Seconded by Russell. Carried. Library Board will continue to meet on the 1st Thursday of each month but time will be changed to 7:00 p.m.

Telephone: We will exchange our present phone at AT & T for an off white or neutral desk style phone.

Friends of the Library: Fireman's Auxiliary donated \$45.00 to order 4 reference books from National Geographic. Winstead will notify the previous Chairperson of Friends of the Library (Paula Floyd) to turn over the books to our re-organized F.O.L. Due to the fact that the officers of the Friends of the Library have resigned, the following people have been elected to resume the duties of that Board. Chairperson: Diane Hurley. Vice Chairperson: Elmonda Fagerlind. Secretary/Treasurer: Casey Eldridge. Russell made the motion to approve and Groskurth seconded. Carried.

New Business:

Filling in vacancy on Library Board. Two persons have shown their interest in serving: Casey Eldridge and Joan Parker. Larrew made the motion to submit only one name at this time and save the second person for a future vacancy. She suggested Casey Eldridge as being the person's name to submit to the Council this month. Seconded by Hurley. Approved. Parker's name will be submitted for the next vacancy.

Groskurth made the motion to adjourn. Russell seconded.

Meeting adjourned at 2:15p.m.

Marlys Larrew, Secretary

MINUTES - LIBRARY BOARD

May 8, 1986

Called to order at 7:10 p.m.

Present: Hurley, Russell, Fagerlind, Eldridge, Winstead, Librarian Green.

Absent: Groskurth, Larrew, Town, Floyd.

Motion to Approve Minutes of April 5th meeting was made by Hurley,
Seconded by Fagerlind. Minutes stand approved.

BILLS TO BE PAID IN MAY

Terry Raitt (supp.for ramp & gas)	\$12.36
B Dalton (Books)	29.84
Bernice Green (reimb. for books)	61.75
Fins & Feathers	12.95
Publishers Telemarketing (books)	55.41
Marge Foss (Harlequin books)	<u>59.34</u>
	231.65

Motion to approve bills made by Fagerlind, 2nd by Hurley.

Bills stand approved.

No treasurer's report - treasurer absent.

CIRCULATION REPORT

Hours Open	152	People in	585
Circulation	1,323	New cards	16
County	<u>25</u>	County	-0-
Elk Run	113	Elk Run	1
		Evansdale	15

Money turned in:

Fines	\$8.35
Duplicate cards	<u>.75</u>
	\$9.10

New Acquisitions:	Adult Non-Fiction:	4	Youth Non-Fiction:	7
	Adult Fiction	62	Youth Fiction:	37

Motion made to accept resignations of Towne and Floyd by Russell,
seconded by Eldridge. Discussed submitting new names for open
positions. Decided on Deb Brkett and Sharon Johnson.

REPORT FROM FRIENDS OF THE LIBRARY: The board of the Friends is looking into getting books, etc. in order. Will have more to report at next meeting.

OLD BUSINESS - None

NEW BUSINESS - Discussed date of open house and decided on June 14th. We will have another meeting May 22nd, 7:00 p.m. and will plan it then.

Discussion on presenting Terry Raitt with certificate of appreciation at open house for all the voluntary work done on the new library. Russell will handle aquisition of this certificate.

Eldridge will check with an electician about installing electrical outlets and extra lighting in back corner.

Discussion on budget: Decided to have carpet cleaned, by new movie screen as the one we use now is not the library's, get typewriter ribbons, and consider buying a cassette recorder and tapes.

Motion was made to adjourn by Hurley, seconded by Eldridge
Meeting adjourned at 8:22 p.m.

Gerri Russell, acting secretary

Library

EVANSDALE LIBRARY BOARD
SPECIAL MEETING

May 22, 1986

Called to order at 7:00 p.m.

Present: Winstead, Groskurth, Hurley, Fagerlind, Larrew, Eldridge, Russell,
Librarian Green.

Motion was made to approve bills by Larrew, seconded by Hurley.

Bills stand approved.

Meeting adjourned at 7:03.

Marlys Larrew
Secretary

MINUTES - EVANSDALE LIBRARY BOARD

June 12, 1986

Meeting called to order at 7:05

Present: Winstead, Fagerlind, Eldridge, Groskurth, Hurley, Larrew, Librarian Green.

Absent: Russell

Motion to approve minutes of May 8 and 22nd was made by Hurley; seconded by Groskurth.
Minutes stand approved.

Bills: None

Treasurer's Report: As of May 31 we show a balance of \$1,521.00. Do not know what it is as of today after deduction of bills turned in.

Circulation Report: May 1986

Hours Open	156	People In	507
Circulation	1,112	New Cards	13
County	29	County	1
Elk Run	73	Elk Run	1
Other	0	Evansdale	11

Money Turned In:

Fines	\$6.60
Duplicate Cards	1.50
Copies	2.85
	<u>\$10.95</u> Total

New Acquisitions:

5	Adult Fiction
31	Adult Non-Fiction
30	Youth Fiction
1	Youth Non-Fiction

Old Business:

Open House: This Saturday, June 14 from 1 - 3 p.m. Winstead will furnish coffee, cups, napkins, etc. Hurley will furnish punch and punch bowl. Other board members will furnish 3 dozen cookies each. Also Librarian Green will donate 3 dozen cookies, have a guest book available for signing, and a suggestion box. Board members should be there about 12:30 to set up.

New Hours: Eliminate Mondays and keep the same hours as we now have the rest of the week. Beginning on June 30th the Library will follow this schedule, being closed on that day. Groskurth made this motion and Fagerlind seconded. Motion approved.

Vacation: City clerk informed Librarian that she can hold over her vacation days not used yet this fiscal year. She may take them after July 1st and not lose them. She will also be allowed her vacation days as a part-time employee at pro-rated figures as to how many days she works. Letter regarding her insurance coverage was read by Board members. Insurance will be continued and a 30 day notice will be issued in case of cancellation.

No New Business:

Friends of the Library: Meeting following this adjournment.

Motion to adjourn by Groskurth: Seconded by Hurley.

Adjourned: 7:25 p.m.

Secretary, Marlys Larrew