

**Springville Memorial Library Board Meeting  
November 14, 2018, 6:30 PM  
Buresh Room**

The Springville Memorial Library Board meeting was called to order at 6:30 PM on November 14<sup>th</sup>, 2018 by President Deb Vaughn.

Present were: Marla Carnahan, Angel Chizek, Treva Davis, Daryl McCall, James Porter, and Deb Vaughn. Linda Eldred was also in attendance. Tina Allsup was absent.

**Agenda:** Motion by McCall, second by Chizek to approve the agenda, all ayes, motion carried.

**Public Comment:** None

**Friends' Report:** New board set.

**Director Sharing:**

- Library held the November Linn County Librarians for their monthly meeting. Next meeting is at Fairfax.
- Programs have been very successful.

**Minutes:** Motion by Davis, second by McCall to approve the minutes of the October 10<sup>th</sup>, 2018 meeting as presented, all ayes, motion carried.

**ills:**

<u>Company Name</u>	<u>Invoice Date</u>	<u>Item Description</u>	<u>Amount</u>
<b><u>CREDIT CARD CHARGES:</u></b>			
Fareway		Program Snacks	\$5.00
HyVee		Program Snacks	\$12.98
CHARGE TOTAL:			\$17.98
Baker and Taylor	9/28/18-10/19/18	Books	\$470.76
Junior Library Guild	11/1/2018	Book Subscription	\$573.80
Martelle Public Library	11/7/2018	Book	\$29.63
Micromarketing Inc	9/27/18-11/1/18	Audio Books	\$328.98
Magnolia Journal		1 Year Renew	\$20.00
Love of Quilting		1 Year Renew	\$22.95
Herb Quarterly		1 Year Renew	\$19.97
Creative Product Source	10/25/2018	Wall Calendars	\$151.60
Petty Cash	8/13/18-10/31/18	Postage	\$34.00

Pella Windows		1/2 of window repair	\$180.71
<b>Total Bills to be Approved</b>			\$1,850.38
<b>Utility Bills- Preapproved</b>			
Alliant Energy			\$320.95
Black Hills Energy			\$105.66
Rudd Sanitation			\$18.50
Springville Telephone			\$41.14
<b>Total Utilities</b>			\$486.25
<b>Total Bills</b>			\$2,336.63

Discussed bills and added 2 books, plus Utility Bills. Motion by Porter, second by Carnahan to pay the bills as amended, all ayes, motion carried.

**Income:**

Fines	001-4010-1-4530	\$31.30
Copies/Merchandise Sales	001-4010-4-4750	\$66.35
Donations	001-4010-2-4705	\$47.00
SILO	001-4010-1--4550	\$6.00
Buresh Room Rental	001-4010-4-4310	\$70.00
Recreation Concessions	001-4010-1-4755	\$11.25
Cash Trust	169-4010-2-4705	
<b>Total Amount Deposited</b>		\$2,135.04

We received the Direct State Aid check for \$1,617.12 and the Open Access check for \$286.02.

**Financial Report:** Review financial reports from City.

**Director's Report:**

**Circulation:** City: 383 Rural: 345 Open Access: 43 SILO: 10  
**Computer users:** 459  
**Patrons through the door:** 1,697  
**Bridges eBook downloads:** 69  
**Study Room Use:** 55 with 64 patrons  
**Buresh Room Use:** 3 paid rental, 9 library uses, 0 voting  
**Volunteers:** 15 Volunteers for 44 hours

**Program totals for October 2018**

October	Activities	Children
3-Oct	Wed. activity	24
4-Oct	story time	5

4-Oct	knitters	
6-Oct	Mark Armstrong	
7-Oct	crafternoon	1
8-Oct	Book Group	
10-Oct	Activity day	28
11-Oct	story time	1
11-Oct	knitters	
11-Oct	Friends	
13-Oct	Family movie matinee	3
17-Oct	Wed. Activity	30
18-Oct	story time	3
18-Oct	knitters	
20-Oct	Red Cedar	6
24-Oct	Wed Activity	30
25-Oct	story time	6
25-Oct	knitters	
Total		271
		137

**Yearly movies to date: 7**

- Librarian Recertification is due December 31, 2018. I must have 45 CE Credits, with documentation. This will be no problem and will be completed in a timely fashion.

### **Old Business:**

#### **1. Building Issues:**

- a. Scott fixed the door. Building front wall cap is still a mess.

### **New Business:**

1. Computer replacement: The Rove has been fixed and is working. Cost to repair was \$149. McCall will look for a good deal for the new 5 computers on Black Friday.

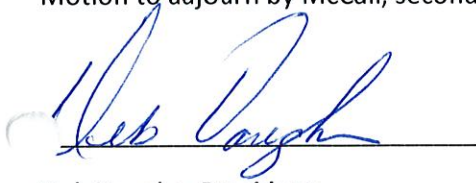
### **Correspondences and Announcements:**

#### **Agenda items for Next Meeting:**

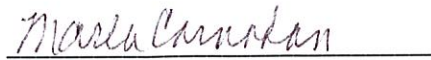
- Building Issues
- Policy Revisions
- Computer replacement

**Next meeting:** Board meeting on December 12<sup>th</sup>, 2018 at 6:30 PM in the Buresh Room.

Motion to adjourn by McCall, second by Chizek all ayes, motion carried. Meeting adjourned at 7:16 PM

A handwritten signature in blue ink, appearing to read "Deb Vaughn", written over a horizontal line.

Deb Vaughn, **President**

A handwritten signature in blue ink, appearing to read "Marla Carnahan", written over a horizontal line.

Marla Carnahan, **Secretary Pro-Tem**