

Springville Memorial Library Board Meeting

June 12, 2019, 6:30 PM

Buresh Room

The Springville Memorial Library Board meeting was called to order at 6:30 PM on June 12th, 2019 by President Deb Vaughn.

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

Agenda: Motion by Porter, second by Carnahan to approve the agenda, all ayes, motion carried.

Public Comment: None

Friends' Report: None

Director Sharing: None

Minutes: Motion by Davis, second by Chizek to approve the minutes of the May 8th, 2019 meeting as amended, all ayes, motion carried.

Bills:

<u>Company Name</u>	<u>Invoice Date</u>	<u>Item Description</u>	<u>Amount</u>
<u>CREDIT CARD CHARGES:</u>			
Hobby Lobby	5/8/2019	Hobby Kits	84.47
Half Price Books	5/8/2019	Book/DVD's	56.65
Marion Janitorial Supply	6/4/2019	Toliet paper	55.98
CHARGE TOTAL:			197.10
Penworthy	5/21/2019	Books	130.00
Baker and Taylor	4/29-5/21/19	Books	284.69
Junior Library Guild	6/13/2019	Books	328.00
Gardner Media	3/5/2019	Books	396.96
Per Mar Security	5/8/2019	FA monitoring 6/1/2019-5/31/2020	225.72
Hawkeye Fire and Safety	4/30/2019	Fire Extinguisher Check	16.00
MPLC	5/21/2019	License Renewal	133.69
Demco	5/14/2019	Summer Reading Supplies	67.67
Petty Cash	5/4-6/5/19	Postage	20.72
Affordable Htg & Cooling		Maintenance contract	359.83
Total Bills to be Approved			2,160.38 2,026.69
Utility Bills- Preapproved			

Alliant Energy	323.26
Black Hills Energy	42.72
Garbage	12.00
Springville Telephone	40.39
Total Utilities	418.37
Total Bills	2,578.75 2,445.06

Discussed the bills to be paid. Motion by Allsup, second by Davis to pay the bills as presented, all ayes, motion carried. Additional discussion to remove the bill for MPLC at this time Motion to remove the movie license by Porter, second by McCall, all ayes, motion carried.

Income:

Fines	001-410-1-4530	\$32.20
Copies/Merchandise Sales	001-410-4-4750	\$140.25
Donations	001-410-2-4705	\$11.00
SILO	001-410-1--4550	\$8.00
Buresh Room Rental	001-410-4-4310	\$185.00
Recreation Concessions	001-410-1-4755	\$7.50
Cash Trust	169-410-2-4705	\$500.00
Total Amount Deposited		\$758.30

Financial Report: Review financial reports from City. Discuss with City regarding improvements with Per Mar, bathroom doors, outdoor furniture, etc. the option of carrying budget amounts for these expenditures. Davis to attend City meeting to discuss.

Director's Report:

Circulation: City: 335 Rural: 321 Open Access: 42 SILO: 4
Computer users: 403
Patrons through the door: 1,185
Bridges eBook downloads: 62
Study Room Use: 20 with 35 patrons
Buresh Room Use: 3 paid rental, 4 library uses, 0 voting
Volunteers: 7 Volunteers for 44 hours

Program totals for May 2019

May	Activity	Children	Adult
2-May	Knitters		4
5-May	crafternoon		10

6-May	book group		9
7-May	kindergarten	30	3
16-May	storytime	5	1
18-May	family movie	5	1
23-May	1st grade	21	2
28-May	2nd grade	31	2
28-May	3rd grade	32	2
28-May	4th grade	28	2
29-May	5th grade	22	1
29-May	6th grade	33	1
total		245	207
			38

Yearly movies to date: 17

- **Summer Reading Program:** Planning was in place and kicked off today.
- **Signage to be added:** Unattended children, cell phones, food & drink.

Old Business:

1. **Security upgrades Per Mar:** In progress – should be ready for training. Vaughn to call for update.
2. **Building Issues:**
 - a. Women's rest room: complete
 - b. Mulch for front flower beds: complete. There are some trees that need to be removed and bushes trimmed.
 - c. Shingles need to be repaired over Gerhardt room. Window wrap is coming undo – needs to be look at – city is looking into. Need to spray outside for bugs. Front wall needs to be cleaned – Allsup to check on correct stone and brick cleaner.
3. **Outdoor Furniture:** Discussed 2 round concrete tables (\$1,024) and 1 metal bench (\$1,280). \$2400 in donations for outdoor furniture. Motion by McCall, second by Davis to authorize purchasing 2 round concrete tables and 1 metal bench not to exceed \$5,000, all ayes, motion carried.
4. **Board Recommendations:** Three board slots are up in June, two rural and one city. Motion by Allsup, second by Chizek to recommend James Porter, Daryl McCall, and Susan Cooper to the city council to be appointed to the board, all ayes, motion carried.

New Business:

1. **Movie License:** Options are limited on what movies can be shown. Research Netflix and Amazon Prime to see if these are options.
2. **Policy Revisions:** Modified job description of Assistant Library Director. Additional changes to be made.

Correspondences and Announcements: None

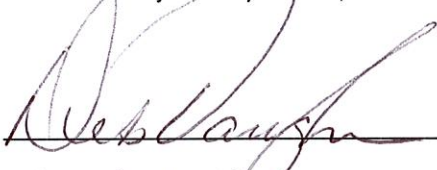
Agenda items for Next Meeting:

- Building Issues
- Policy Revisions
- Security Upgrades - Per Mar security
- Outdoor Furniture

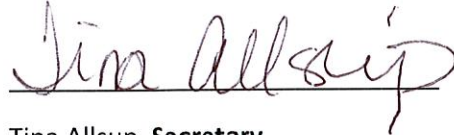
Next meeting:

- Board meeting on July 10th, 2019 at 6:30 PM in the Buresh Room.

Motion to adjourn by Chizek, second by Carnahan, all ayes, motion carried. Meeting adjourned at 8:24 PM



Deb Vaughn, **President**



Tina Allsup, **Secretary**