

Isley Public Library Board of Trustees

Minutes of Meeting 4:30 p.m. on Tuesday, August 20, 2013 The Community Room @ Isley Public Library

Board Members Present: Chris Watters, David Andrews, Maria Graham, Rebekah Irwin, John Freidin
Also present: Kevin Unrath, Director and Tricia Allen, Youth Services Librarian

The meeting was called to order by David at 4:35.

The minutes from the last meeting were approved.

Tricia Allen introduced herself to the board. She is excited about the quality of the programs already in place and the possibilities for growth at Isley. David proposed utilizing a parental advisory group. This group could become a recruiting pool for the Friends.

Monthly Financial Statement

We spent more money than budgeted on substitutes, long-term absences and sick & vacation leave. We also went over significantly in the recruitment budget, which is an anomaly. Materials budgets were not fully spent. Kevin is trying to determine the line items utilized for downloadable books. We overspent slightly on building maintenance, mostly for electricity. Kevin will investigate how electricity usage compares to previous years. We did increase the electricity budget for next year. It was decided that an ambient temperature of 74 in the summer seems reasonable. The postage budget was cut, which may affect interlibrary loan policy. Kevin will report more on this subject as it evolves.

Old Business

Roof and Attic Comprehensive Assessment and Design Solution contract
Andrea Murray from VIA

VIA has expertise in energy efficiency and historic buildings. Future solar capabilities could be accommodated at this point. They will take a comprehensive look at the insulation and the roof and provide guidance about fixing them. A meeting with the board and VIA was set for Wednesday, September 28 at the VIA offices.

Monthly Financial Statement

Budgetary savings will be realized from the switch to KOHA, but we will keep the line item the same to allow for customization of the catalog as needs arise.

Librarian's Report w/Q2 statistics

This morning was the most recent meeting of the Town Hall and Recreation Facilities Steering Committee. Kevin will continue to attend these meetings and advocate for considering the library's needs throughout the process. The need for a comprehensive space assessment and future expansion needs were discussed.

Old Business

Smoke free signs are up and the staff is being trained before installation of the defibrillator.

Discussion of “Treatment of Gifts, Bequests and Unbudgeted Income” Policy

The Treatment of Gifts, Bequests and Unbudgeted Income policy was adopted.

It is hoped that this policy will begin to lay the groundwork for a capital campaign. Regarding other fundraising efforts, David and Kevin will continue work with the Friends to increase membership.

New Business

In order to best implement the migration to Koha, a 1:00 opening on Monday, September 9th was approved.

Adjournment

The meeting was adjourned at 6:10. The next meeting of the board of trustees shall be at 4:30 on Tuesday, September 17th.