

**Board of Trustees
Ilsley Public Library
Tuesday, April 15, 4:45 p.m.
Community Room
Draft Minutes**

Board members in attendance:

Maria Graham, Rebekah Irwin, Chris Watters, John Freidin, Skylar Atkins

Also in attendance: Kevin Unrath, Director; Chris Kirby, Adult Services; Tricia Allen, Youth Services

Public & Board Comments - None

Minutes of the Previous Meeting

March minutes accepted as amended to indicate that Ms. Graham was elected to a one year term as president, and that discussion of the position of president and vice-president was tabled for future meetings.

Financial Report

Everything looks normal. Personnel line items running 3% behind budget, which is normal with the delay in the final pay period at the end of the fiscal year.

Treasurer's Report

Comprehensive quarterly report received from Mr. Watters on the state of the library board's accounts.

Friends' Report - None

Librarian's Report and Quarterly statistics

Mr. Unrath and Mr. Watters will investigate sending overdue notices more proactively, and look at raising the fine threshold to \$5. Also, will consider a one-time amnesty day or food for fines day. Discussion ensued regarding the overall makeup of the Ilsley Library Building Committee, concluding that the committee itself should work on this and report back to the board.

Old Business

Revision of bylaws: discussion around a change to three year terms instead of five year terms and vice-president/president ensued, with discussion finally tabled for a future meeting after no vote taken on the proposed revisions. It was decided that per past practice, in the absence of the President, the Treasurer would serve instead unless the bylaws are otherwise revised.

Director's evaluation: evaluation form accepted as revised, with the addition of a staff input function to be developed by Ms. Irwin – Mr. Unrath will share the staff evaluation sheet as a template for the staff input portion.

Library building committee – Ms. Graham, Mr. Freidin and Mr. Unrath will meet separately to discuss the library's participation in the joint committee. The committee should convene as soon as possible after the Town Manager's return from vacation.

Other agenda items tabled until the following meeting.

Scheduling of Next Meeting

The next meeting will be Tuesday, May 20th, 2014 at 4:30 in the Community Room.

Meeting adjourned at 6:30 pm.

Respectfully Submitted,
Kevin Unrath