

## **1/9/17 Board of Trustees Decorah Public Library Meeting**

**Attendees:** Pat Anderson, Andi Beckendorf, Lorraine Borowski, Ed Brooks, Scott Fjelstul, Cheryl Pellett, Jim Rhodes, Denise Tapscott, Alexandra White, and Friends Representative Cynthia Peterson.

Beckendorf called meeting to order at 4:02 p.m. in lower level meeting room.

1. **Approval of Agenda for January 9, 2017.** Approved.
2. **Minutes from December 12, 2016.** Anderson called for vote to approve minutes, Rhodes seconded. Minutes approved.
3. **Claims for January 2017.** Payment for furnace of \$7000, received \$2943 in revenue from Friends towards this cost. Rhodes called for vote to approve claims, Pellett seconded. Claims approved.
4. **Budget.** Union contract is 2.5%. Increased budget for 2017-18 for repair/maintenance for buildings and structure in anticipation of needs for the building. Also increased computer support/software line item in anticipation of needs related to costs for fiber, which library has been absorbing. Will not receive LSTA grant next year, so budget is adjusted to address impact on purchases for books. Will present budget to city on February 6. Budget committee (Beckendorf, Fjelstul, White) reviewed budget prior to presentation to the Board. Pellett moved to approve budget, Fjelstul seconded. Budget approved.
5. **Reports from the Library Director.**
  - a. **Statistics.** Circulation up compared to December 2015.
  - b. **Space Planning.** Have worked on lower doors to address insulation needs. Recommendation is to replace the two upper level doors with one door to reduce heat/cold loss--\$2375 estimate for new door and installation from Mobile Glass. Fjelstul moved to vote to approve estimate, motion approved by the Board.
  - c. **General Update.** Library will be receiving United Way award—the Doyle and Marjorie Gordon award--at Luther, due to participation in annual Family Fun event.
6. **Report from Friends of the Library (Cynthia Peterson).** At December Friends meeting, Voted to give one-time experimental grant of \$8000 to Children/Adult Programming for library. Also voted to give \$2500 for new chairs for the computer stations that are adjustable and heavy-duty. Voted to pay up to \$2500 for cost of security cameras.
7. **Unfinished Business.** None.

## **8. New Business.**

### *Planning for Library Director Position.*

- Beckendorf presented draft of job description and received input from Board members. Beckendorf will meet with Chad and Wanda to review details on salary/benefits and application procedures. Plan is to post job description by third week in January.
- Beckendorf will share updated draft with Board members after meeting with Chad and Wanda.

Meeting adjourned at 5:10 p.m. REMINDER - Next meeting is February 13, 2017

Respectfully submitted,

Alexandra White, Board Secretary