

## 5/8/17 Board of Trustees Decorah Public Library Meeting

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

**Absent:** Scott Fjelstul

Beckendorf called meeting to order at 4:00 p.m. in lower level meeting room.

1. **Approval of Agenda for May 8, 2017.** Approved.
2. **Minutes from April 10, 2017.** Pellett moved to approve minutes, Felde seconded. Minutes approved.
3. **Claims for May 2017.** Total expenditures (\$12,706.44) revenue (\$4,057.79). Cost for Bilbilionx Apollo (3,750.00) same as last year. \$4,082.85 raised so far for LED Lamp project. Rhodes moved to accept claims, Anderson seconded. Claims approved.
4. **Bid to refresh landscaping.** Landscaping needs to be refreshed. Bid from Willowglen Nursery (\$2226.50) includes plants, mulch, and labor. Borowski will also share bid with Friends of Library to determine interest in sharing the cost. Advised that Library can use funding from Memorial Fund after July 1. Peterson asked about using only one bid for work; Borowski clarified that Willowglen has consistently donated extra unpaid time to clean and maintain landscaping without any charge to library. Anderson moved to approve Willowglen bid and request to share costs with Friends, Pellett seconded. Bid approved.
5. **Reports from the Library Director.**
  - a. **Statistics.** Circulation (12,660) shows large increase since April 2016 (10,590). Ancestry usage dropped significantly, likely because of Genealogy's move from Library building.
  - b. **Building Updates: Issues with outside door on lower level.** Weather-stripping is pulling door back and prevents door from locking properly. Decorah Mobile Glass to provide estimate for two new doors—they will go together and have bar in middle and enable better closure. Estimate should be available for June board meeting. Casper's will update final pump. LED lighting project will start week of 5/15.
  - c. **General Update.** Summer Reading Program for adult and children starts June 8. Summer hours begin May 22 (May 21 is last Sunday open).

**6. Report from Friends of the Library (Cynthia Peterson).** Held April 24 annual meeting (Kathleen Ernst, spoke about the immigration experience). Estimate about 50-55 attendees. Friends appreciated chance to contribute in Library Director search process and being able to receive updates from Beckendorf. Completed and distributed Friends newsletter. At May 10 meeting, Friends will hear report about grant update on Adult & Children's programming.

**7. Unfinished Business.**

a. Discussion of Library Director Candidates: potential closed session. *(Peterson and Borowski departed session)*

With signed confidentiality statements from candidates for the Library Director Search, Beckendorf read Chapter 21.5 (i) to the Board: *To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.*

Pellett moved to go into closed session, Felde seconded. Motion approved to go into closed session at 4:19.

Anderson moved to come out of closed session, Felde seconded. Motion approved to end closed session at 5:03.

Brooks moved to recommend the hiring of Candidate A for the Library Director position. Pellett seconded. Motion approved to hire Candidate A.

Anderson moved to share a salary recommendation for Candidate A with City Hall, Felde seconded. Motion approved to share salary recommendation for Candidate A with City Hall.

**8. New Business.**

Alexandra White will be out of country for June and July Board meetings. Jim Rhodes will take minutes for June 12 meeting, Pat Anderson will take minutes for July 10 meeting.

Meeting adjourned at 5:12 p.m. REMINDER - Next meeting is June 12, 2017

Respectfully submitted,

Alexandra White, Board Secretary