

MINUTES
CITY OF LONSDALE
LONSDALE PUBLIC LIBRARY BOARD
April 16, 2014

1. CALL TO ORDER

The meeting was called to order by President Furrer at 6:30pm in the large library meeting room, 1006 Birch Street NE

2. ROLL CALL

MEMBERS PRESENT: Cindy Furrer, Stacy Kodada, Lynn Hargreaves

MEMBERS ABSENT: Amanda Motz

STAFF PRESENT: Marguerite Moran

VISITORS: None

3. APPROVAL OF AGENDA

A motion was made by Furrer to approve the agenda and seconded by Kodada. Vote for: Furrer, Kodada and Hargreaves. Against: None. Motion carried 3-0.

4. APPROVAL OF THE MINUTES

A motion was made by Furrer to approve the March 19, 2014 regular meeting minutes and seconded by Hargreaves. Vote for: Kodada, Furrer, and Hargreaves. Against: None. Motion carried 3-0.

5. PUBLIC HEARINGS

None

**6. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS-
COMMENTS LIMITED TO TWO (2) MINUTES**

None

7. APPROVAL OF THE CONSENT AGENDA

None

8. FINANCIAL REPORT

A motion was made to approve the financial report as presented for March 2014 by Kodada and seconded by Hargreaves. Vote for: Kodada, Hargreaves and Furrer. Against: None. Motion carried 3-0.

9. COMMITTEE REPORTS

None

10. DIRECTORS REPORT

- a) History Players – She was amazing but only five people came
- b) Annual Library Report – Finished successfully. Learnings include: record keeping changes will help to make it easier to complete the report next year; no major changes noted (other than those related to reduced budget); updated to correct for reported FTEs. Furrer signed; Marguerite will send to the state.
- c) Cataloging Collection Codes finalized and all library items now correctly map to the codes. Created graphic novel sections for both adult and juvenile collections.
- d) Inventory will happen on a Monday in late May (exact date TBD).
- e) Summer Reading Program – dates are set; putting together passive programming; still working on events supporting the program. Looking for use of outdoor games and activities (e.g. bean bag toss, chalk, etc.) for outside.
- f) Lighting – Will get final cost estimates but there are three general directions: brighter bulbs in the cans (least expensive but may not be effective); remove the cans and replace them with an LED screw-in (\$20 part; \$50 bulb; time of electrician); put 4-foot fluorescent fixtures over the top of the existing lights (same type as existing above the desk (\$20/ea; 10-yr warranty) or full-spectrum lights are also available but more expensive; could make a big impact with 6-8 fixtures).
- g) Printers weren't working today. SELCO technician was out today but it appears that there has been some tampering with our equipment. Marguerite will work with phone office and/or the City to get a new router, get it set up, and ensure it is password protected.
- h) DVD shelf arrived on 4/15 (two days early!) and is all put together. Also purchased a number of new movies to put into the shelf.

11. OLD BUSINESS

- a) Sign Design – Requesting new design that incorporates color scheme of option E, books of option F, and see if we can fit in Established 2010 (one option with date on spine of green book and one option with it underneath Public Library). Will also request costs with this next round of design (to include sign + installation + lettering on the door)

12. NEW BUSINESS

None

13. NEXT MEETING DATE

Scheduled for Wednesday, May 21 2014 at 6:30pm in the large meeting room.

14. ADJOURNMENT

A motion was made by Kodada to adjourn and second by Furrer. Voted for: Furrer, Kodada and Hargreaves. Against: None. Motion carried 3-0. The meeting adjourned 7:11 pm.

Submitted by
Lynn Hargreaves - Secretary