

Glenwood Public Library Board Minutes  
December 14, 2015

The Glenwood Public Library Board of Trustees meeting was called to order at 5:00pm on December 14<sup>th</sup> by Board Chair Terry Craig.

Present: TerryCraig, Michelle Wright, Heidi Kloeckner, Margo Young and Director Tara Painter.

Absent: Bob Wray. No guests.

Wright made motion to approve agenda, 2<sup>nd</sup> by Young. Ayes 4, Nays 0.

Young made motion to approve November minutes, 2<sup>nd</sup> by Wright. Ayes 4, Nays 0.

Kloeckner made motion to approve bills to be paid, 2<sup>nd</sup> by wright. Ayes 4, Nays 0.

Correspondence: Painter reported sending thank you's to Kiwanis and Lions for gifts received. Has had good verbal feedback on article in paper on teen's comic book.

Director's Report: Printed report presented by Painter. Addition is the Genealogy department will be open on Saturday's beginning in January.

Friends: Michelle and Theresa decorated the library for Christmas, with the new tree being donated by Theresa's son. Wright presented expansion project to the Friends at their November meeting.

Foundation: no report

Old Business: Open house is on Facebook page. Will set up Wednesday eve at 6:30 pm.

Budget planning workshop date set for January 4<sup>th</sup> at 6:00 pm.

New Business: JQ Equipment wants to sell us a new printer with higher output and lower per page cost. Will cost an extra \$10.00/ month. Young made motion to purchase, Wright 2<sup>nd</sup>. Ayes 4, Nays 0. Maintenance on computers is being done, and machines in storage areas are being reviewed for viability.

Circulation policy is being revamped to include board games. Painter would like to increase limit of fines due to \$20.00 before no more borrowing may be done. Wright made motion to increase fine limit, Kloeckner 2<sup>nd</sup>. Ayes 4, Nays 0. Exhibits and Special collections policy will be reviewed next.

E-Rates were looked into and Painter updated us on status. We qualify for Part 1 of E rates at this time. Holiday schedule for 2016 was reviewed due to Christmas and New Year's dates. Per policy, employees will have 4 day weekend.

Painter reported she is working with Jenny Durfey at On With Life to develop some library based community service projects for the facility.

Craig reported we are scheduled to present our preliminary 2016-17 budget to the City Council on Tuesday, January 12<sup>th</sup> at 6:30pm.

Being of no further business to come before the board, motion was made by Young, 2<sup>nd</sup> by Wright to adjourn. Ayes 4, Nays 0. Meeting was adjourned at 5:48 pm.

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Heidi Kloeckner, Secretary

Terry Craig, Chairperson