

**Marshalltown Public Library
Board of Trustees
August 25, 2015**

PRESENT: Maureen Lyons, Barbara Burt, Leah Mattox, Sue Fink, Ronnie Manis, Allan Thoreson, Sarah Rosenblum, Sandy Gowdy Guest: Mayor Jim Lowrance

President Maureen Lyons called the meeting to order at 4:33pm.

July 28, 2015 MINUTES: The minutes of the July 28, 2015 meeting were amended to read that Iris Thoreson was a guest. The minutes were approved as amended.

OPERATING BILLS: The utility bill looks to be doubled, but it is actually catching up when payments are delayed because of the billing cycle not matching the city's bill payment schedule. The actual bill is not out of line. It was moved by Allan Thoreson and seconded by Barbara Burt to approve the bills. The motion was unanimously approved.

OLD BUSINESS:

--*Library Levy:* The Friends of the Library has prepared informational material concerning the proposed levy. Information may be found on the FOL link on the library's website. Friends of the Library board member, Alex Grasso, made a presentation at last evening's City Council meeting. Sarah also answered a few questions from Council members.

NEW BUSINESS:

--*Photocopier purchase:* Last year \$12,000 was allocated for capital improvements. Both the staff room photocopier and the machine in the Copy Center will be replaced with those funds. Three desk-top printers will be eliminated to reduce costs. Copies from those areas will be fed to the staff room copier. The Copy Center printer will continue to print in black & white, and it will have scanning capabilities. Four vendors prepared bids. Sarah recommended the bid from Premier, which provided the lowest bid along with local service. It was moved by Allan Thoreson and seconded by Ronnie Manis to purchase the two photocopiers per the proposal. The motion was unanimously approved.

--*Café:* There is a desire to modify the under-utilized café space. A change in configuration will allow increased use by the youth department. The Friends of the Library allocated \$15,000 for the project, which will include putting in a new door leading from the youth dept. into the cafe and changing the direction of the door that leads into the hall. Both doors will be alarmed and will have crash door openings.

--*Cameras:* Two additional cameras will be added to the café area (we presently have four cameras in the building) and one new camera will have a wider range of the Gallery hallway. The replacement system will provide better quality images. Both the door and camera projects will soon begin. It was moved by Ronnie Manis and seconded by Barbara Burt to approve the project. The motion was unanimously approved.

--*Maureen spoke* of an email she received commenting on the beauty of the poetry on the windows in the café. Sarah will contact some local photographers and see about photographing the windows for use on a postcard or poster.

DIRECTOR'S REPORT:

--Board members were saddened by the passing of fellow member, Tom Colbert. Tom was the longest tenured member of the Board of Trustees, beginning his term in the '90's. In honor of Tom's long service, Board members contributed to a memorial fund in Tom's name and several history books will be purchased in his memory.

--Sue Fink gave notice that she is not going to serve another term on the Board. Thanks for her years of service on the Board.

--The Board now has two vacancies to fill. Suggestions are appreciated. It was suggested that we search for a "young professional" and perhaps someone from Emerson.

--All Board members received an invitation to attend an ice cream social on Wednesday, September 1. Library volunteers will be honored and special recognition will be given to five volunteers who have worked at the library for over 20 years.

--Sarah received information from MCC that they currently have a VISTA volunteer who can work with seniors and help them with technical issues: computers, phones, tablets, etc.

PUBLIC COMMENT:

Mayor Jim Lowrance was present and spoke of the great comments he's been hearing about the library. He mentioned that Sarah's comments at last evening's Council meeting were well received and that people seemed to be interested in the addition of Sunday hours if the levy is passed. He reminded all members to keep reminding people just how much the library is utilized, as some people believe that no one uses the library because of the Internet. Mayor Lowrance also complimented a recent program on the "Dreamers," which was held at the Library.

The next meeting will be September 22, 2015.

The meeting was adjourned at 5:27pm.