

Clinton Public Library
306 Eighth Ave. So. – Clinton, Iowa 52732
Clinton Public Library Board of Trustees
Minutes of Board of Trustees Meeting
Tuesday, April 11, 2017

The regular meeting of the Board was held at the Clinton Public Library Main Campus. Board Members present: Tom Streveler (President), Sue Raaymakers (Vice-President), Dick McLane, Judy Carstensen, Quinn Williams. Absent: Bart Leavens, Francie Hill, Stephanie Neal
Also present: Linda Cornelius (Friends of the Library) Beth Mosher (Acting Library Director), Stacy Campie (Administrative Assistant).

1. The meeting was called to order at 5:15, by President Streveler, approval of Minutes from March 14, 2017: Moved to approve by Raaymakers, seconded by McLane, Passed.

2. Director's Report by Interim Director Beth Mosher.

Clinton Association of Libraries. Report from the ECIA (East Central Intergovernmental Association) on trends in state libraries. The distribution formula for the disbursement of funds was discussed. At our May meeting Beth will give a summary of the report to the board.

Beth updated the board on the repairs to the Lyons branch. The electrical outlet obstruction has been repaired. Gary did a lot of work on this and the security upgrade is being completed.

Beth circulated a draft copy of the Lighthouse Newsletter to be distributed in May. This is a joint project with the city and the Clinton Herald. It is mailed to each household quarterly.

Beth updated the board on request by a sex offender for access to the library for Iowa Workforce use. This client with access has accumulated \$100 in fines. The client will be allowed to visit the Lyons branch when a representative from the Iowa Workforce is there to supervise his library use for this purpose only.

Holly is working on the annual Book Fair and is requesting help from the board for referrals of who to contact for the \$2,000 needed to fund the fair. The Board members had some recommendations.

3. Standing Committee Reports:

- a. Building Committee: Stephanie Neal, Quinn Williams, and Sue Raaymakers. See Assistant Director's report above.
- b. Library Committee: Sue Raaymakers ch., Francie Hill, Stephanie Neal.
- c. Personnel Committee: Francie Hill ch., Dick McLane, Judy Carstensen
- d. Finance Committee: Tom Streveler, Bart Leavens, Quinn Williams
- e. Community Relations Committee: Dick McLane, Francie Hill, Judy Carstensen

4. Ad Hoc Committee Reports:

a. Friends of the Library - Linda Cornelius reported that the Friends are working on bids for billboard posting to be done in August.

b. Search Committee Report: Tom Streveler

The search committee of the Board met to discuss the two finalists for the director's position. The decision of the search committee was not to offer the position to either candidate but to extend the search, supplemented by expanded advertising in the media such as the Des Moines Register, Quad City Times, Dubuque Telegraph Herald and the Clinton Herald. Many of these newspapers also have online search engines that will extend the audience. The new deadline for resumes is set for May 8, 2017. Beth has indicated that she is willing to serve in the acting director position until June. The search committee is committed to having a new director by that time.

Streveler read a letter from Brad Wiles, former Library Director, where he indicated that he is asking the Board to consider him as a candidate for his former position. In the letter Brad explained his reasons for

wanting to return. The Board had a lengthy discussion regarding his letter and after an overall positive reaction referred the matter to the Search Committee for further action.

5. Board training session for on the CPL library. Beth Mosher and Stacy Campie lead the Board in a training session on the CPL budget, especially the General Fund, General Donation, Open Access and the Capital Load funding sources. These budget items come up each Board meeting when the Board is asked to approve these expenditures. The training session ran 23 minutes. Stacy will report back to the board on a number of questions that came up during this session.

6. Claims Approval

- a. General Fund \$71,466.28
- b. General Donation \$85.98
- c. Open Access \$10,257.86
- d. Capital Loan \$3,585.00

McLane moved to approve each of these claims as listed, seconded by Raaymakers, passed.

7. Old Business

a. The Board discussed the lease agreement with the Friends of the Library. We have not yet been able to find the final signed lease agreement. The Board is working with the Friends to determine the content of the agreement regarding facilities improvements to see who has primary responsibility for changes.

b. The Board will be convening an ad hoc committee to make a recommendation to the Board regarding the future use of the bookmobile. The committee will be assigned at the May meeting.

8. New business

a. Upcoming training sessions. The Board recommended that a future training session be conducted on the general topic of how the library decided to remove old books and how decisions are made about purchasing new books (CREW). Stacy will report to the Board to answer questions that came up during the budget training session. The Board would also like to hear from individual library departments in a series of future training sessions.

B. Beth Mosher passed out a flyer about the Community Foundation Online Great Give Day to be conducted on Thursday, May 11. This is a 24 hour online giving event hosted by the Community Foundation of Greater Dubuque. Board members are encouraged to get the word out about the Give Day and donate funds that might be used as an Iowa tax credit but also can go directly to aid the CPL.

The meeting adjourned at 7:00

Respectfully submitted, Tom Streveler, President