

Atlantic Public Library Board
Monday February 9, 2015
5:30 p.m. Library Upstairs

1. Call to Order- by President Headlee at 5:30 PM. Members present were Headlee, Councilman Halder, Winchell, Osborne, Christensen, Dickerson, Nielsen, Crall, Bebensee, Dianne McFadden, Jody Allumbaugh and Julie Tjepkes.
2. Approval of Agenda/Minutes- agenda and minutes from January 2015 were reviewed and approval as written. Dee motion, Winchell second. Unanimously approved.
4. Bills & Finances- locks changed, elevator inspected are included in monthly billing. The City and Police department have copies of both sets of keys to the Library. Motion to accept and pay bills by Winchell, second by Dee. Unanimously approved.
5. President's Items- contacted Meredith to gather sites we can post on to recruit a new director. Also Misty Grey, regional librarian from Council Bluffs, will be contacted for additional support and direction

A job description for the position will be forwarded by Brad or Janice using previous recruitment postings.

The job opening will be posted on several sites and a request will be made to return applications by Friday March 6.

A motion made to post the APL Directors job made by Janice, second Dee, unanimously approved. Discussion made to release the opening locally.

A motion to install Julie the 'lead' staff member in the interim (before a new director is appointed) by Linn, second by Dee, unanimously approved. Additionally Dianne and Jody will assist Julie in this effort. Thank you ladies.

6. Director's Items- Julie reported that the staff has access to the computer system but are unable to find the Grant from Western Iowa. Further searches will be done with Eric's support.

7. Other Business- Eric (IT) discussed the pirating of the internet service, could a timer be put on the wireless service? Maybe eliminate access between 10:00 PM and 6:00 AM. Eric stated a timer could be put on the service if needed. Also a mechanism to see when the service is being used can be installed at no cost.
Motion by Dee to track usage, second by Janice, unanimously approved.

A 'No Smoking' zone issue will be looked into by Dana. Thank you Dana.

New faster WiFi equipment is now available as our WiFi system will need upgraded eventually. Roughly \$330 per unit will be required and up to 3 devices needed. Item tabled.

Rollie has estimates for roof repair from 3-4 companies. Quality Home Improvement from Walnut is Rollie's choice. Roof Tech was another choice as was TC Roofing and McDermott Roofing. If the deadline for the Western Iowa Grant which would assist in funding for the roof is in February the two top bids will be submitted with the grant. Discussion held to have the chosen company give a presentation at the next Board meeting

Exit lines, safety lights and extinguishers need repaired and replaced. Motion made by Brad to repair/replace, second by Christensen, unanimously approved.

Entry rugs are in poor shape. Review to next month as to plan moving forward

Rollie gave a report of all projects completed since his hiring. Thank you.

ILA membership annual dues will be submitted for APL by Janice , then she will be reimbursed. Motion Brad, second Sid, unanimously approved.

8. Adjournment- at 6:47 p.m.

Respectfully submitted by Secretary Osborne