

Atlantic Public Library Board of Trustees

Monthly Meeting Agenda

Monday, April 11, 2016, 5:30 pm

Library Upstairs

1. Call to Order: The meeting was called to order at 5:30 p.m. by Vice-President Sid Winchell
 - a. Board members present: Dee Bebensee, Jim Crall, Crystal Christensen, Janice Dickerson, Donald McLean (Secretary), Janet Nielsen, Mike Waters, Sid Winchell (Vice-President)
 - b. City Council Liaison absent: Dana Halder
 - c. Board members absent: Linn Headlee (President)
 - d. Library Staff present: Natalie Struecker (Director)
2. Approval of Agenda: Dee Bebensee moved that the agenda be approved as presented. Mike Waters seconded. Agenda approved unanimously.
3. Public Comment:
 - a. No members of the public were present in person.
 - b. The board reviewed a patron comment form from a library patron.
 - i) The patron suggested that the holding period for items on hold be longer than eight days, suggesting fifteen days instead.
 - ii) The Board discussed the pros and cons of extending the hold period to longer than eight days, but affirmed the current practice of an eight day hold for the present time.
4. Approval of minutes from March 14, 2016: Mike Waters moved that the minutes be approved as submitted. Dee Bebensee seconded. Motion carried unanimously.
5. Correspondence: none received
6. Bills & Finances
 - a. The board reviewed the past month's bills.
 - b. Janice Dickerson moved that all bills be paid as presented. Dee Bebensee seconded. Motion carried unanimously.
7. Unfinished Business
 - a. Trustees with terms ending in 2016:
 - i) Jim Crall and Janice Dickerson are willing to serve another term on the Board.
 - ii) Mike Waters will not be continuing on the board when his term ends in June.
 - iii) Sid Winchell will be stepping down from the Board at the end of June.
 - iv) Iowa code regarding gender balance for public boards requires that a good faith effort be made to replace Mike and Sid with other men. If anyone has suggestions for possible nominees, please pass those suggestions along to Natalie.
8. New Business
 - a. Creating a Building Committee:
 - i) Natalie recommends that the Board create a Building Committee to work on the capital improvements plan. This committee would be composed of at least a couple of board members, a couple of staff members, and the Director.
 - ii) No action is needed until June or July, but board members are asked to consider in the meantime whether they are interested in serving on this committee.
9. President's Report: No items to report.

10. Director's Report:

- a. C2E2 (Chicago Comic and Entertainment Expo) Report: Natalie was able to attend this convention in Chicago at no cost on a day that was targeted specifically for librarians. The goal was to provide ideas and resources for how public libraries might include graphic novels and similar media in their collections.
- b. See written report for other items.

11. Other Business:

- a. Janet Nielsen asked about the timing of the roof work the Board recently authorized. Natalie reported that contracts are signed and TC Roofing would like to get started as soon as possible after July 1 in the new fiscal year.

12. Adjournment

- a. Mike Waters moved that we adjourn. Crystal Christensen seconded. Motion carried unanimously.
- b. Meeting adjourned at 5:51 p.m.

Respectfully submitted,

Donald McLean
Library Board Secretary