

## **Atlantic Public Library Board of Trustees**

### **Monthly Meeting Agenda**

**Monday, February 13, 2017, 5:30 pm**

#### **Library Upstairs**

1. Call to Order: The meeting was called to order at 5:30 p.m. by President Linn Headlee
  - a. Board members present: Dee Bebensee, Crystal Christensen, Janice Dickerson (Vice-President), Linn Headlee (President), Hans Krengel, Donald McLean (Secretary), Janet Nielsen, James Northwick
  - b. City Council Liaison present: Dana Halder
  - c. Board members absent: Jim Crall
  - d. Library Staff present: Natalie Struecker (Director)
  - e. Guests: none
2. Approval of Agenda: Hans Krengel moved that the agenda be approved as presented. Dee Bebensee seconded. Agenda approved unanimously.
3. Public Comment: No members of the public were present for comment.
4. Approval of minutes from January 9, 2017: Dee Bebensee moved that the minutes be approved as submitted. Janet Nielsen seconded. Motion carried unanimously.
5. Correspondence: none received
6. Bills & Finances
  - a. The board reviewed the past month's bills and statistics.
  - b. Janice Dickerson moved that all bills be paid as presented. Dee Bebensee seconded. Motion carried unanimously.
7. Unfinished Business:
  - a. Memorial Reading Garden: Natalie Struecker presented a few revisions to Robinson's original bid for the Memorial Reading garden project.
    - i) Notable revisions include the following:
      - (a) The bid for plants went down approximately \$2000.
      - (b) A bid for a retaining wall was added. This was not included in the original bid, but is necessary for the longevity of the garden. This adds \$13,637.36.
      - (c) A different type of paver stone is now being used, increasing that part of the bid by approximately \$600.
    - ii) Natalie asked for advisement from the board on whether the retaining wall should use the mosaic pattern or a straight block pattern. The board considered both options, and advised that we choose the straight block pattern.
    - iii) Dee Bebensee moved that the three updated bids dated February 13, 2017, including the addition of the retaining wall, be approved. Hans Krengel seconded. Motion carried unanimously.
8. New Business: none
9. President's Report: No items to report or discuss
10. Director's Report: see written report
  - a. Natalie expressed her thanks to the library staff while she has been out with a broken arm the last two weeks. They did a great job covering for her.
11. Other Business
  - a. Linn Headlee asked how recent changes made to custodial staffing for the library have been working; Natalie affirmed that the changes have been working well.

12. Adjournment

- a. Janet Nielsen moved that the meeting be adjourned. James Northwick seconded. Motion carried unanimously.
- b. Meeting adjourned at 6:04 p.m.

Respectfully submitted,

Donald McLean