

December 8, 2014
Atlantic Public Library Board
5:30 p.m. Library Upstairs

1. Call to Order- meeting was called to order by President Headlee at 5:33 p.m. Members present were Headlee, Winchell, Osborne, Bebensee, Dickerson, Christensen, Nielsen, Waters and Councilman Halder

2. Approval of Agenda/Minutes- agenda and minutes from November 2014 were reviewed and approval as written. Waters motion, Bebensee second. Unanimously approved.

4. Bills & Finances- janitor bill to be added at \$1537.60 for November. The Atlantic Locksmith bill is included as a key went missing so building was re-keyed for \$942.50.

Motion by Winchell, second by Dickerson. Unanimously approved.

5. President's Items- compliments to Michelle and staff for holiday decorations

6. Director's Items

a. Collection Development Policy- recommendations for some policy modifications was distributed to the Board. As an example Request for Removal. The Board will take the recommendations home for review. Motion by Dee to table until next month's meeting, second by Dickerson, Unanimously approved.

b. Custodian Contract- a city employee is now on staff who could take the janitorial services for the Library per Mr. Lund. A plan of objectives was put together by Michelle for this staff member. Motion by Osborne to terminate present janitorial service in order to join the City's janitorial service following the City Attorney's advice on required steps. Second Winchell. Unanimously approved.

c. 2015 Holidays- A discussion was held regarding 2015 holidays which would include Saturday December 26, 2015. Motion Dickerson to accept the proposed holidays including 12/26/2015, second Christensen. Unanimously approved.

d. The Schildberg grant was submitted by Michelle

7. Other Business- none

8. Adjournment- at 5:55 p.m., motion by Waters, second Dickerson. Unanimously approved.

Respectfully submitted by Secretary Brad L. Osborne

