

**Julia Hull District Library
Board of Trustees
July 19, 2010**

Present: Marina Spitzer, Jackie Schumacher, Jason Miller, Bill Brod, Darrell Ropp, Warren McGhee, Director Joanna Kluever

Public: None

The regular meeting was called to order by President Marina Spitzer at 6:34 p.m.

Secretary's Report: Darrell Ropp moved the secretary's report from the June regular meeting be approved. Bill Brod seconded the motion. Motion carried. Warren McGhee moved the secretary's report from the July 9th Strategic Planning meeting be approved. Darrell Ropp seconded the motion. Motion carried.

Financial Report: The financial report for July was presented, accepted, and filed.

Director's Report and Circulation Report: The director's report and circulation report were presented, accepted, and filed. Overall circulation for June 2010 was 20.49% higher than June 2009. The end of year circulation and programming statistics were also presented. Circulation and programming offered and attended increased from the previous year.

The Director also has completed the IPLAR and ILL annual reports and will submit the Annual Financial Report by July 23rd. The library will close on August 5th at 1:00 pm for installation of the new book shelving and reconfiguring of the children's and fiction collections.

Unfinished Business:

- a) **PALS Merger Report:** Marina Spitzer updated the Board on the progress of the PALS merger situation.
- b) **Appointment of Strategic Planning Task Force:** President Marina Spitzer appointed herself, Jackie Schumacher and Jason Miller as the library board members to serve on the Strategic Planning Task Force. The library director and two staff members will also serve on the task force.
- c) **Grounds Committee Update:** Darrell Ropp will investigate the cost of a new statue to be placed on the bench and also coordinate with Phil Bratta on plantings for around the new sign. The Grounds Committee will provide a recommendation for the purchase of an additional table to place in front of the library.
- d) **Strategic Planning:** Darrell Ropp moved to approve the strategic plan and action plan. Jackie Schumacher seconded the motion. Motion carried.

New Business:

- e) **Director's Review of Per Capita Items:** This year's per capita grant requires the review of Board bylaws, Chapter III of Serving Our Public, preparation of a technology plan and a "Going Green" plan. The Board will discuss the review items at the August regular meeting.
- f) **Review of Executive Session Minutes/Tapes:** Darrell Ropp moved to destroy the executive session tapes of all meetings conducted between June 26, 2008 and December 15, 2008. Bill Brod seconded the motion. Roll Call: Darrell Ropp, yes; Bill Brod, yes; Warren McGhee, yes; Jason Miller, yes; Jackie Schumacher, yes; Marina Spitzer, yes.
- g) **Non-Resident Card Policy Review:** Jackie Schumacher moved to continue utilizing the tax bill method for determining the non-resident card fee. Bill Brod seconded the motion. Motion carried.
- h) **Dress Code Policy Review:** The need to update and modify the employee behavior

policy was discussed. The Director will prepare a draft policy to review at the August regular meeting.

Action Agenda:

- i) **Expenditures:** A motion was made by Darrell Ropp and seconded by Bill Brod to approve the July bills. Roll Call: Darrell Ropp, yes; Bill Brod, yes; Warren McGhee, yes; Jason Miller, yes; Jackie Schumacher, yes; Marina Spitzer, yes.
- j) **Surplus Transfer to Capital Account:** Bill Brod moved to change the name of Line 426 of the 2010-2011 Budget & Appropriation Ordinance from Building Loan to Reserve Fund. Warren McGhee seconded the motion. Roll Call: Darrell Ropp, yes; Bill Brod, yes; Warren McGhee, yes; Jason Miller, yes; Jackie Schumacher, yes; Marina Spitzer, yes. Marina Spitzer moved to transfer \$35,000 from the 2009-2010 fiscal year surplus and the \$35,000 Reserve Fund appropriation for 2010-2011 to the capital account. Darrell Ropp seconded the motion. Roll Call: Darrell Ropp, yes; Bill Brod, yes; Warren McGhee, yes; Jason Miller, yes; Jackie Schumacher, yes; Marina Spitzer, yes.

Darrell Ropp moved the meeting be adjourned. Jackie Schumacher seconded the motion. Meeting adjourned at 8:34 pm.

The next meeting of the Board of Trustees will be held on Monday, August 16, 2010 at 6:30 p.m. at Julia Hull District Library, 100 Library Lane.

Jason Miller, Secretary