

**Norelius Community Library
Board of Trustees
Minutes of August 16, 2010, Regular Meeting**

The Norelius Community Library Trustees met for their regular meeting on August 16, 2010. President Stephen Engelhardt called the meeting to order at 5:22 p.m. Trustees in attendance were Stephanie Flanagan, Vicki Nixon, Diane Norelius, Jennifer Zupp, and Mark Kirby. Library Director Deb McKeown was also in attendance.

A motion to approve the agenda by Nixon, seconded by Zupp, passed unanimously.

The minutes of the July 19 meeting were reviewed. A motion to accept the minutes by Norelius, seconded by Zupp, passed unanimously.

Public Comments/Guests

There were no public comments or guests.

Correspondence

There was no correspondence.

Approve Bills

Bills were reviewed and signed. All line items were within the normal monthly operating expense.

Report on Accounts

All accounts were reviewed. Copy receipts(\$698.75) and fax receipts(\$193.50) were almost \$900.00. This puts into perspective the monthly usage of the copy machine as most copies are ten to fifteen cents each. Enrich Iowa Direct State Aid Moines will be received in November and the Open Access Account Monies will be received in February.

Denison Library Friends Report

The Denison Library Friends Report was reviewed. It was noted the book sale receipts were down due to not having as large an inventory as in the past. Many books had been donated to Rotary Books for the World. With a CD coming due August 19, it was thought that CD would be put into a savings account rather than another CD.

Monthly Library Report

The library report was reviewed. Young Adult borrower are up over 70% from last year. Juvenile computer users are up over 133%. This is primarily due to "computer hopping" as not all games are computer compatible to all library computers. Open access borrowers are up 56%.

Budget Report

The budget report was reviewed. Discussion was held concerning the Library Special Account as to whether total monies available in current budget were showing under miscellaneous income. It was noted all line items were within normal operating expenses.

Committees

A. Book and Policy

1. Juvenile card holder movie checkout - The committee brought different suggestions for board consideration. After discussion, Board President Engelhardt asked the committee to bring to next month's board meeting their policy draft.

2. Community Survey - The committee will set a date to finalize the survey wording.

B. Finance - no report

C. Facilities

1. Annual building/grounds inspection tour - the committee set August 20, at 10:00 a.m. for the inspection tour

D. Public Relations

1. Volunteer Recognition - "Thanks a Brunch" - The committee discussed the need to try a change in the way volunteers were recognized. The idea of sending out thank you notes from the library with a gift card inside that could be redeemed at any time was discussed.

E. Technology - no report

Unfinished Business

A. Orientation Series - Intellectual Freedom - Library Director McKeown shared about intellectual freedom - the right of all individuals to hold any belief on any subject and to convey ideas in any form they deem appropriate. Library Director McKeown shared how this is based on the First Amendment and that the library should be a selector, not a censor.

B. Property Acquisition - City Manager Kevin Flanagan had contacted the owner of the housing property east of the library. The owner was willing to sell for \$54,000. The lot is 50' x 125'. After discussion concerning the library expansion needs, it was decided to ask the Library Friends to hold a special meeting before their regular September meeting to consider acquisition of that property.

New Business

A. Security Alarm - Discussion was held concerning the need of a door security alarm such as a basic dialer into the Police Department. Many businesses have this. There would need to be an alarm on all three entrance/exit doors. Discussion also was held to consider the need to change key lock companies. Our current one has moved to Storm Lake. A closer company would be Carroll Security Company. They will be contacted for estimates.

Director's Report

Library Director McKeown shared that the electric work for the young teen area has not begun due to lights broken in shipment and needing to be reordered. Library Director McKeown acted as local coordinator for the Iowa Library Association Leadership Institute August 10 through August 13 at Boulders.

The next library board meeting will be September 20, at 5:15 p.m.

A motion by Flanagan, seconded by Norelius, to adjourn at 7:12 p.m. passed unanimously.

Mark Kirby