# Norelius Community Library Board of Trustees Minutes of June 20, 2011, Regular Meeting

The Norelius Community Library Trustees met for their regular meeting on June 20, 2011. President Stephen Englehardt called the meeting to order at 5:18 p.m. Trustees in attendance were Vicki Nixon, Diane Norelius, Ron Dreyer, and Mark Kirby. Library Director Deb Mckeown was also in attendance.

There was a request to add under New Business board member resignation. A motion to approve the amended agenda by Dreyer, seconded by Norelius passed unanimously.

The minutes of the May 16 meeting were reviewed. A motion to accept the minutes by Norelius, seconded by Dreyer, passed unanimously.

#### **Public Comments/Guests**

There were no public comments or guests

## Correspondence

A. Eileen Brandt - Eileen Brandt turned in a letter of resignation effective July 16 to the Library Director due to the family moving to Meridian, Idaho.

## Approve Bills

Bill's were reviewed. It was noted the book budget has been expended and the Morse Account interest is being used to continue book purchases.

# Report on Accounts

All accounts were reviewed. The Library Special Account and Open Access Account Moines will be expended by June 30.

#### Denison Library Friends Report

The Denison Library Friends Report was reviewed. There were no large expenditures/receipts this month. The Friends Book Sale will be July 7, 8, and 9.

#### Monthly Library Report

The monthly library report was reviewed. Borrower registration continues to remain strong. The library added in May 698 E-Books for loan. Patrons have checked out 198 electronic E-Books and audiobooks in May.

#### **Budget Report**

The Budget Report was reviewed. The Maintenance and Repair and the Telephone line items continue to be over budget.

### Committees

- A. Book and Policy no report
- B. Finance no report
- C. Facilities
  - 1. Chiller Condenser will be discussed under new business
- D. Public Relations no report
- E. Technology no report

#### Unfinished Business

A. Property Purchase Update - The property at 1415 1st Av. S. was purchased by the city on June 13. The city will be doing upkeep on all aspect of the property.

### **New Business**

A. Computer Network - CSI has upgraded the library computer network. The library will purchase two managed access points and a Sonic Wall one year license. CSI has more efficiently labeled the system to allow better independence and troubleshooting for the library.

B. Chiller Condenser - When the chiller was installed, the old condenser was not replaced. It is now leaking and the compressor motor needs replaced at a cost of \$500(material cost only). The cost to replace the chiller condenser with a new condenser unit from Drees Co. is \$19,100. City Manager Kevin Flanagan wants to 'bond' for this after he discusses the possibility with the manager from Drees. Currently all leaks are patched and holding. Not all motors are working properly but the library remains cool.

C. Board Member Resignation - President Englehardt shared the possibility that he would not be continuing his board duties after this fiscal year expires.

## **Directors Report**

Although the chiller is cooling the entire library, the children's library continues to use three dehumidifiers daily. The library will be partnering with West Central Community Action to coach and teach basic internet skills to seniors.

The next regular library board meeting will by July 18, at 5:15 p.m.

A motion by Norelius, seconded by Kirby, to adjourn at 6:06 p.m. passed unanimously.

Mark Kirby