

**LIBRARY BOARD MEETING**  
May 20, 2014

The meeting was called to order at 5:30 p.m. (the meeting time was changed to accommodate a special Library program at 6:30)

Members present: Kristy Bower, Ruth Gruber, Kathy Rollins, Joan Rusch, Karen Binasio and Cathy Forst.

Absent: Barbara Dove

**Secretary's Report:**

The minutes for April were distributed electronically and were approved as written.

**Treasurer's Report:**

The bills to be paid for May totaled \$16,320.67. Ruth moved to pay the bills for May and Karen seconded. Motion carried

Month-end reports were distributed and reviewed. The auditors have finished but we have not received any official comments from them. Board members wondered why the Prior Fund Balance is \$76,863.72 at the end of December 2013 but \$25,735.00 at the end of April 2014. We will invite the auditor to a meeting to explain this and answer other questions including the cost center for utilities that was different than what we expected.

The Treasurer's Report shows we have \$326,402.33 in our regular account, \$204,621.32 in our reserve account for a total of \$531,023.65.

**Library Director's Report:**

Circulation for March—12,591 April—12,046

Patrons—5,467

Door Count—4,943

Collection totals—79,993 items

- a. Calendars were distributed and reviewed.
- b. State Aid first payment was received (\$4,070.76) with estimated second payment we should receive \$8,141.42 in state aid for 2014.

- c. New patron brochures were printed and they include information on hours, fines, wifi, interloans and online databases.

**Old Business:**

Cathy wrote up revised draft based on the discussion with Collin at our last meeting. She will forward to the attorney for a final draft and his comments including the final reword listed below:

#2 Upper level: entrance, hallway, lobby and restrooms and storage room costs shall be shared. The Library's share shall be 36%.

#5 –general building maintenance (cleaning...)

**New Business:**

Friends will be purchasing \$4,000.00 of new computer equipment for the library—2 new laptops, 2 internet stations and 1 staff computer as well as a new color printer.

There will be a library board vacancy with Barb retiring and moving out of state. There is a Friend's member who may be interested and Cathy will contact her.

We will be inviting the insurance agent to a future board meeting. Some of the questions we have for him are:

1. What are library contents insured at?
2. Is it necessary to be a "named insured"?
3. What are the deductibles?
4. Does the policy cover theft?

Meeting adjourned at 6:30 p.m.

Respectfully submitted,

Kathleen F. Rollins,  
Secretary

KFR/cpf

