

Indianola Public Library
Board of Trustees Meeting Minutes
July 11, 2017

Present: Library Director Michele Patrick, staff member Alison Brown, and trustees Pat Hicks, Jim Lee, Betsy Freese, Mark Juffernbruck, and Andy Brittingham.

The meeting was called to order at 5:33 by President Pat Hicks. The minutes of the June 13, 2017 meeting were accepted as written.

Trustee Orientation and Continuing Education: Reviewed and discussed Chapter 2: Five Primary Roles of Public Library Boards from the Iowa Library Trustees Handbook.

Financial Report: Motion by Jim Lee to approve the Monthly Claims and seconded by Mark Jeffernbruck. Motion passed.

The Director's Report included the following highlights:

Circulation System: The IPL currently shares a circulation management system with Simpson College. The contract for this system ends in August 2019, at which time we will need to have a new system in place. We are currently considering systems which better fit the needs of our library, and discussing the costs of transitioning to the new system with the City manager.

Databases: We have several new databases available which will replace existing ones. In addition, due to decreased usage and increased costs, we have discontinued one of our downloadable music databases.

Old Business:

The bench in memory of Norma Vanderpool has been ordered.

The Library Director is continuing discussions with the City of Indianola regarding landscaping around the library.

New Business:

Membership Dues and Conference Attendance Policy – Library Director recommended changes to clarify language, formalize existing practices, and rename policy as “Continuing Education Policy”. Motion by Betsy Freese to approve changes, seconded by Jim Lee. Motion carried.

Discussion of staff attendance at Iowa Library Association Conference. Trustees were supportive of the Library Directors efforts to increase staff attendance at this event.

Discussion of Fall Shifting Plan. Trustees, Director, and staff discussed reorganization of library “teen room”, “adult space” and shelving to better utilize existing square footage. An approximate time-line was discussed.

Fine Forgiveness during Library Card Month. Discussion of waving “late fees” for overdue materials during the month of September. Trustees were supportive of this idea as a way of reaching out to patrons, promoting Library Card Month, and raising the visibility of the IPL within the community.

Friends Report – none

The meeting was adjourned at 6: 15 p.m.

The next Trustee meeting is August 8th, 2017.

Respectfully submitted.

Andy Brittingham