

Indianola Public Library
Board of Trustees Meeting Minutes
June 5, 2018

Present: Library Director, Michele Patrick, Trustees Pat Hicks, Rhonda Sayler, Jim Lee, Tom Smith, Andy Brittingham, Mary Jane Cassidy and Betsy Freese.

The meeting was called to order by President Pat Hicks at approximately 5:30 p.m. Motion by Betsy Freese and seconded by Jim Lee to accept the minutes of the May 1, 2018 meeting as written. Motion passed unanimously.

Trustee Orientation and Continuing Education, Review of the Fair Labor Standards Act (FLSA).

Motion by Andy Brittingham and seconded by Tom Smith to approve the Monthly Claims as presented. Motion passed unanimously.

Director's Report: Summer Reading Program is off to a great start. Approximately 600 people attended the kickoff party. Because of the popularity and relatively long waiting list for our EBooks, we have added a second platform, Recorded Books.

Michele has submitted a request for an amendment to the FY18-19 budget to add a library assistant at 10 hours per week.

Michele was accepted into this year's Iowa Library Association's Leadership Institute Cohort.

To get a more accurate count of library usage, the library is using Enrich Iowa funds to purchase a wifi usage counter and devices on both doors to count people.

Old Business: Integrated Library System. Thursday , August 23rd is our "Go Live" date.

New Business: August 20th will be day-long training for all library staff. Retired staff will be working the library that day. Since there will be no one to work the library that evening, a motion was made by Tom Smith and seconded by Betsy Freese to close the library at 5:00p.m. Motion carried.

The trustees reviewed the Strategic Plan which will be renewed in the Fall of 2019.

A review and discussion of the City of Indianola's Personnel Policy was accomplished.

Friends Report: No meeting.

This marks the last meeting of Trustees Mary Jane Cassady and Rhonda Sayler.

Adjournment at 6:10 p.m. Moved by Andy Brittingham and seconded by Jim Lee.

The next Trustees Meeting is July 3, 2018.

Respectfully submitted,
Rhonda Sayler
Secretary