

**Springville Memorial Library Board Meeting
January 11, 2017, 6:30 PM
Buresh Room**

The Springville Memorial Library Board meeting was called to order at 6:30 PM on January 11, 2017 by President Deb Vaughn.

Present were: Tina Allsup, Marla Carnahan, Angel Chizek, Treva Davis, Daryl McCall, James Porter, and Deb Vaughn. Also in attendance were Linda Eldred and Melanie.

Agenda: Motion by Davis, second by Porter to approve the agenda as presented, all ayes, motion carried.

Public Comment: No public comment

Friends' Report: No Friends' report

Minutes: Motion by Davis, second by Carnahan to approve the minutes of the December 14, 2016 meeting, all ayes, motion carried.

Bills:

<u>Company Name</u>	<u>Invoice Date</u>	<u>Item Description</u>	<u>Amount</u>
<u>CREDIT CARD CHARGES:</u>			
Walmart		Window Washer	\$3.38
Amazon		Label Protectors and Hot Glue Guns	\$68.11
CHARGE TOTAL:			\$71.49
Menards		Cleaning Fluid	\$17.41
Baker and Taylor	11/18 & 12/13	Books	\$125.37
Kids Reference Inc	11/21/2016	Book	\$19.97
Demco	12/13/2016	Barcodes	\$49.10
Crescent Electric	12/28/2016	Lighting	\$98.84
Per-Mar Security	12/8/2016	Burglar Monitoring	\$21.63
Petty Cash	12/12 - 1/4	Postage	\$17.83
Total Bills to be Approved			\$421.64
Utility Bills- Preapproved			
Alliant Energy			\$522.96
Black Hills Energy			\$266.17

Rudd Sanitation	\$18.50
Springville Telephone	\$40.32
Total Utilities	\$847.95
Total Bills	\$1,269.59

Motion by Carnahan, second by Porter to pay the bills as presented, all ayes, and motion carried.

Income:

Fines	\$80.10
Copies	\$31.35
Donations	
SILO	\$6.00
Book Replacement	
Buresh Room Rental	\$85.00
Recreation Concessions	\$10.75
Cash Trust	\$1,057.78
Total Amount Deposited	\$1,270.98

Amounts placed into the Cash Trust:

20.33 for Tupperware Sale
37.45 for Tupperware Sale
1000 dollar donation from Bob MacArthur

Financial Report: The December financial report was presented and discussed.

Director's Report:

Circulation: **City:** 261 **Rural:** 378 **Open Access:** 46 **SILO:** 7
Computer users: 368
Patrons through the door: 1,766
Bridges eBook downloads: 29
Study Room Use: 25 with 52 patrons
Buresh Room Use: 4 paid rental, 12 library uses, 0 voting
Volunteers: 5 Volunteers for 63 hours

Program totals for December 2016

<i>December</i>	<i>activities</i>	<i>children</i>	<i>adult</i>
12/1/2016	knitters		6
12/1/2016	adult coloring		2
12/6/2016	book group		10
12/7/2016	Early out Wednesday	30	7
12/8/2016	story time	3	2
12/12/2016	book group		9
12/14/2016	Early out Wednesday	26	4
12/21/2016	Early out Wednesday (movie)	24	5
12/22/2016	Crafternoon		5
12/28/2016	Early out Wednesday (movie)	13	9
12/29/2016	story time	3	3
<i>totals</i>		<i>161</i>	<i>62</i>

- **Continuing education** – I will be sitting in on some JLG(Junior Library Guild) webcasts & Baker & Taylor webcasts.
- **T-Rex – Dino** is coming along and I think it will be a great month. The first Wednesday was a hit and I believe the kids’ interest is peaked.
- **Tree walk** – the tree walk was enjoyed by many patrons this season.
- **Programming-** continues to draw attendance and conversation. We have received lots of donations of markers and crafts supplies for our programs.
- **Advertisement:** Research areas to spread the word about the capabilities in the Buresh room. Location for business meetings, etc. McCall to assist with this.

Old Business:

1. **Building Issues - Cameras:** Nothing to report at this time. Waiting to hear back from ADT.
2. **Buresh Room – Covering Rentals:** Nothing to report at this time.

New Business:

1. **Budget Committee Report:** Present the budget for FY 17-18. Discuss increases in expenses and revenue. Motion by Porter, second by Carnahan to approve the proposed budget as presented all ayes, and motion carried. Budget Committee will present to the City at the Council meeting on Monday, January 16 at 6:00.
2. **Review County funding procedure:** Made suggestions to the document and Linda will

present at next meeting.

3. **Review Fines & Copies procedure:** Made suggestions to the document and Melanie will present at next meeting.
4. **Terminex/Exterminator:** Discussion regarding the bill for Terminex from City. Scott to spray spring, summer and fall around barrier of library. Recommend not renewing the contract at this time. Vaughn to respond to City Clerk.

Correspondences and Announcements:

- Linda is cancer free for 13 months. CT scan every 6 months.

Agenda items for Next Meeting:

1. Building Issues cameras
2. Buresh Room covering
3. FY 2017/18 Budget from City
4. County Funding procedure
5. Fines & Copies procedure

Next meeting: Board meeting on February 8, 2017 at 6:30 PM in the Buresh Room.

Motion to adjourn by Carnahan, second by Chizek, all ayes, motion carried.

Meeting adjourned at 7:32 PM

Deb Vaughn, **President**

Tina Allsup, **Secretary**