

**MINUTES OF THE BOARD OF TRUSTEES MEETING
YANKTON COMMUNITY LIBRARY**

Regular meeting, July 8, 2009, at 5:30 p.m.
Library Meeting Room

Board President Carol Hamvas called the meeting to order at 5:35 pm. Present were Board members Dores Allan, Terre Berkland, Jane Bobzin, and Alicia Cornemann ; Library Director Kathy Jacobs, Assistant Director Lola Harens, Friends of the Library representative Karen Kubal, and City Commissioner Judy VanDerhule. Absent with regrets was Allen Sinclair; absent with no regrets, David Knoff.

Hamvas asked for additions to the agenda.

Minutes:

The minutes from the May 27, 2009 special meeting were examined. Hamvas noted that she also voted aye. Allan moved approval of minutes as corrected; Berkland seconded. Unanimous approval.

Financial Report:

May/June 2009 bills: Discussion was held as to what funds go into the Trust Fund. Jacobs responded that any funds received by the library that are not City revenues go into the Trust Fund so that the library can keep/spend those funds at the discretion of the staff. Examples of this are, but not limited to: donations/grant for summer reading, memorials, donations from patrons.

Jacobs explained the new financial reports that she is using. These all come directly from the City finance office. The Board agreed that these are acceptable for them. She also pointed out the YTD Posted/In Process and Remaining Balance columns on the Expenditure Guideline report which lets both her and the Board know where the library sits in the budget at mid-year.

Communications and Correspondence:

Jacobs read a letter that came with their \$2,500 donation from the Teget Foundation. As per John Teget and Jacobs' conversation, Jacobs paid for tinting the meeting room windows with part of the money, \$594.50, and the remainder will be used for the staff.

Director's Report:

Jacobs introduced Sandra Meyer, a University of Missouri grad student who is doing 45 hours of her practicum in the library during July.

Children's Librarian Report:

Harens reported that there are 480 registered for summer reading and that kids have read an amazing amount of minutes. She also spoke on "What's the Big Idea," a program she attended. The library was given materials to make fifteen take-home kits to help elementary students with their math/reading concepts. They are prepared and ready for check out.

Old Business:

Library Foundation:

Jacobs needs two or three more people who are willing to serve on the foundation before holding its first meeting. Board members were asked to supply names to Jacobs if possible.

Other Business:

Allan presented a check for \$50 from the Yankton Women's Club to the library. A large unabridged dictionary will be purchased with the money.

Bobzin asked if there were other ways to distribute the monthly library calendar. Suggestions were given but the consensus was that all would cost the library money and the library currently gets its schedule/events out through several different avenues.

Bobzin also brought pictures of the new Burlington, Iowa library for all to see.

Adjourn Sine Die:

Motion by Berkland with second by Bobzin to adjourn sine die at 6:33 p.m.

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Election of Officers for 2009-2010:

Jacobs called for nominations for President. Bobzin nominated Dores Allan. Allan nominated Jane Bobzin. McGovern made a motion that nominations cease; second by Berkland. Dores Allan was elected President by ballot.

Allan called for nominations for Vice President. Bobzin was nominated. VanDerhule made a motion that nominations cease and Bobzin be declared Vice President by acclamation. Second by Berland. Unanimous approval.

Allan presented former Board member Carol Hamvas with a plaque in appreciation of her years of volunteer service to the library, City Commission and numerous other organizations in the community. Hamvas has agreed to be a member of the Library Foundation.

New Business:

Jacobs facilitated a discussion on library security systems, stating that our current system no longer works, is antiquated and, if it can be repaired, would cost a great deal of money. She stated that some library directors believe security systems are a must while others believe they cannot justify the cost when compared with the amount of materials they lose through theft. After a time of discussion, she closed the discussion, stating the Board would need to revisit this and make a decision in the future as it is in the capital budget in 2011-2013.

Fine Policy:

Motion by McGovern with second by Berkland to change fine policy to read, "Books, music, audiobooks have a two day grace period. However, on day three, a charge of ten cents per day retroactive to the due date begins accruing." The current SDLN Aleph software cannot be structured differently, so our policy had to be changed. Unanimous approval.

Carpet:

Jacobs informed the Board that the new carpet that was laid in the fall of 2008 has a defective backing and that representatives from Floor to Ceiling and the Mohawk Carpet Company have been in to assess what must be done. It appears that the carpet will need to be replaced as it continues to "grow" as it stretches and is forming peaks at the seams. It would seem that the cost will be stood by the Mohawk Company, but this has not been confirmed. The library will not be responsible for any costs. Jacobs will continue to work with Floor to Ceiling and keep the Board informed.

Other Business: none

Adjourn:

Motion by VanDerhule with second by Cornemann to adjourn at 7:17 p.m.

Respectfully submitted,

Kathy Jacobs, Library Director