

SCOTT COUNTY LIBRARY SYSTEM MINUTES
TUESDAY, NOVEMBER 16, 2017
7:00 p.m.
Eldridge Library

The agenda for this meeting was posted in public in all Scott County Library System Libraries in accordance with Iowa law.

Kristal Koberg-Schaefer called the November 16, 2017 meeting of the Scott County Library Board of Trustees to order at the Eldridge Branch of the Scott County Library System at 7:00 p.m.

Board of Trustees present: Chuck Thompson, Fred Meyer, Brent Herman, Kristal Koberg Schaeffer, Niki Wuestenburg, Angie Ehlers and Director Tricia Kane.

Approval of the Agenda: The agenda was reviewed and approved by Brent Herman; seconded by Niki Wuestenburg. Motion carried.

Approval of the Minutes: Niki Wuestenburg moved to approve the minutes of the October meeting; seconded by Angie Ehlers. Motion carried.

Approval of Bills and Receipts: The Accounts Payable Report for the meeting of the Scott County Board of Supervisors on 11/2/17 and 11/16/17 were reviewed and discussed. Niki Wuestenburg moved to approve the bills and receipts; seconded by Kristal Koberg-Schaefer. Motion carried.

Review of the Budget Reports: The Budget Performance Report was reviewed and discussed.

Review of the Circulation Report: The October 2017 Circulation Report was reviewed and discussed. The Walcott branch had a 16% usage increase (even though that location was closed for three days while moving). The Bookmobile saw an increase in usage due to its increased partnerships.

Emily Arnold, Youth Services Librarian, was in attendance and reported on the summer reading program. There were over 1,200 kids ages 0-12 who signed up, of which 44.7% completed the contest. Prizes were given, as well as experiences: a bookmobile party, pool passes, Wii gaming/movie party, Helium Trampoline Park passes, \$1 off library fines, etc...

Director's Report-

An open house will be at the Walcott branch from 10:00-Noon on Saturday, November 18th with magicians, balloon animals, face painters and giveaways. Julie Needham has graciously made and donated tote bags for the first 60 families at the open house. For our donors, we will be holding a building dedication on December 12th at 5:30 p.m.

The outdoor book return at the Buffalo branch has a hole that has eroded completely through the metal, and it needs to be replaced. The cost will likely be approximately \$5,000. Chuck Thompson offered to talk to South Wick Machine in Kalona, Iowa, to get a quote on a new book drop. Brent Herman moved for Tricia to look at quotes and replace the book drop not to exceed \$5,000; seconded by Fred Meyer. Motion carried.

Director Evaluation – It is unanimous that Tricia continues to do a fantastic job as our Director.

New Business –

We received more from state funds than anticipated. We need to amend the current budget to reflect this increase so we can use this money. The funds will be used for programming, materials, technology and building maintenance. Amending the budget will give us the flexibility to spend that additional money while not raising the levy. Chuck Thompson moved to amend the current budget to \$1,208,297. Seconded by Brent Herman. Motion carried.

As we look to our FY19 Budget, the guidance provided by Scott County for authorized agencies was to look to increase in the personnel costs only and to maintain zero growth in other line items. We know what the wage increases and health insurance rates will be, and based on those figures, it was proposed that the FY19 budget be set at \$1,201,690, with the amount to be raised by the levy \$1,089,532. Niki Wuestenburg moved to approve setting the FY19 budget at \$1,201,690; seconded by Chuck Thompson. Motion carried.

(This is a slight increase in the levy amount, but this is much lower than what we were authorized to seek because we have been conservative in our spending. To give an idea of how this will impact the communities, Walcott will pay \$570 more next year.)

The next meeting will be December 12, 2017 at 5:00 p.m. in Walcott – just prior to the dedication of the new Walcott branch.

Niki Wuestenburg moved to adjourn the meeting; seconded by Fred Meyer.