

SCOTT COUNTY LIBRARY SYSTEM MINUTES
MONDAY, OCTOBER 22, 2018
NOON
Eldridge Library Branch

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 October 22, 2018, meeting of the Scott County Library Board of Trustees to order at the Eldridge Branch of the Scott County Library System at noon.

Board of Trustees present: Brent Herman, Fred Meyer (by phone), Kristal Koberg Schaefer, Niki Wuestenberg, Angie Ehlers and Director Tricia Kane.

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

Approval of the Minutes: Niki Wuestenberg moved to approve the minutes of the September meeting; seconded by Fred Meyer. Motion carried.

Approval of Bills and Receipts: The Accounts Payable Report for the meeting of the Scott County Board of Supervisors on 10/4/18 and 10/18/18 were reviewed and discussed. Angie Ehlers moved to approve the bills and receipts; seconded by Brent Herman. Motion carried.

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

Review of the Circulation Report: The September 2018 Circulation Report was reviewed and discussed.

Director's Report-

Tricia has been meeting with Mitch Tollerud, the Scott County webmaster, working on building a new Scott County Library System website. This is a large project – they are hoping to be live in January.

Tricia has been preparing for the next phase of our technology upgrades - hoping to have the new computers installed for staff starting in early November.

The shelving units that were ordered many months ago have been installed and the Special Collections shelving in the back of the Eldridge library has been stabilized and secured to the wall.

Tricia attended the Iowa Library Association annual conference, of which she found the sessions to be informative.

Sherry Roberts' last day will be October 31st at Walcott, and there will be a pizza and cake lunch at Eldridge on October 30th. Interviewing is now going on for this opening.

Old Business -

Angie has attended both Buffalo and Blue Grass city council meetings where she has found all council members to be appreciative and happy with what the library is doing for and in their town. A sign up sheet was passed around for other board members to sign up to attend other council meetings.

New Business –

As TMI was conducting the preventative maintenance visit in September, they discovered that one of the rooftop units at Eldridge has a defective heat exchanger. They have provided a quote to replace the heat exchanger or to completely replace the unit. These units were installed in 2003, and the average life of a rooftop unit is 15-20 years. A heat exchanger could last 10-15 years, but R-22 refrigerant will be obsolete in the year 2020. Discussion was held whether to repair the heat exchanger or replace the roofing unit. Niki Wuestenberg moved to replace the roofing unit; seconded by Kristal Koberg Schaefer. Motion carried. Tricia will work with the county to send this out for bids in line with the purchasing policy.

Fine Forgiveness Day – a suggestion was made to hold a “Fine Free Special” the Friday/Saturday after Thanksgiving. Niki Wuestenberg moved to put the Fine Forgiveness Day into place on Friday, November 23rd and Saturday, November 24th not to exceed \$5.00 per person; seconded by Fred Meyer. Motion carried.

Our next meeting will be Thursday, November 15, 2018 at noon.

Niki Wuestenberg moved to adjourn the meeting; seconded by Brent Herman.

Respectfully Submitted,
Angie Ehlers