

CARLISLE PUBLIC LIBRARY

135 School Street – PO BOX S, Carlisle, Iowa 50047 515-989-0909 Fax 515-989-4328

CARLISLE PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

March 12, 2020 7:30 PM

Board Members Present at Meeting:

- X Sherry Amos
- X Marilyn Goodhue
 - Duane Johnson
 - Amy Kluver
- X David Kozak
- X Scott Mavin
- X Daphne Sayers
- X Fabian Hernandez
 - Kay Randleman

Others Attending the Meeting:

- X Stacy Goodhue
- X Dee Shalon

Called to order at 7:30 pm

A. Disposition of Minutes	
Motion to approve by: <u>Scott</u> Second: <u>Daphne</u> Passed: <u>Y</u>	
B. Director's Financial Report	
Total money to City Hall from the library for February 2020: \$69.95	
Faxes: \$33 Earbuds: \$1 ILL: \$5 Replacements: \$30.95 Donation: \$0	
C. Action on Bills:	
1. Amazon.....	\$125.61 (books, av & program supplies)
2. Credit Card and True Value	\$315.19 (training lunch, books, AV, cleaning supplies)
3. Cyber Solutions.....	\$476.74 (IT services and toner)
4. Davidson Pest Control.....	\$40.00 (pest control)
5. Fareway.....	\$19.12 (youth program supplies)
6. Gale/Cengage Learning.....	\$152.94 (large print books)
7. Indoff.....	\$412.89 (shelves for basement)
8. Ingram.....	\$682.99 (books)
9. Library Store.....	\$157.27 (book covers)
10. Stacy Reimbursement.....	\$15.98 (adult craft supplies)
Total Bills.....	\$2,398.73

Motion to approve by: <u>Daphne Second: Scott Passed: Y</u>
D. Public Presentation to/or Discussion with the Board <ul style="list-style-type: none"> • None
E. Progress & service reports <ul style="list-style-type: none"> • Stacy: Director's Report- still looking for summer intern, Coronavirus message, the library will follow the City's direction on future concerns (ex. closing, etc.) • Dee: update & stats- we need to note the coronavirus may affect stats for this upcoming month
F. Committee Reports: <ul style="list-style-type: none"> • None
G. Unfinished Business: <ul style="list-style-type: none"> • None
H. New Business: <ul style="list-style-type: none"> • Polk County Libraries contract- discussion and approval. Motion to approve Scott to be the Notary: <u>David Second: Daphne Passed: Y</u> <ul style="list-style-type: none"> • Signatures required Equipment Policy Motion to approve the policy: <u>Daphne Second: David Passed: Y</u> <ul style="list-style-type: none"> • Update to Circulation Policy- note changes in color Motion to approve the changes to the policy: <u>Scott Second: Fabian Passed: Y</u>
I. Library Vision/Planning: <ul style="list-style-type: none"> • None
J. Foundation/Building: <ul style="list-style-type: none"> • None
K. Communications: <ul style="list-style-type: none"> • None
L. Upcoming Events: <ul style="list-style-type: none"> Spring Break events- movie 3/16, 3/17, and 3/19 Legos 3/17, games 3/19, teen and adult hand scrub program 3/19 Board Games and Brews 3/24 Meet Carlisle (Water Department) 3/26 Stuffed Animal Sleepover 3/27 Adult Make and Take 4/14 (plus regular scheduled events)
M. Training- watch first half of webinar by Pat Wagner
N. Adjournment

Adjourned at 8:00 pm

Motion to approve by: Daphne Second: Scott Passed: Y