January 2, 2019

The January meeting of the Board of Trustees of the Camanche Public Library was called to order by Member Emerson. Members present were Emerson, McManus, and Reuter, along with librarian Evans, and liaison Paul Varner.

The minutes from the previous month were approved as written. The financial and circulation reports were accepted. Circulation was down from last year as the library was closed for carpeting and the holidays. Listed bills, book orders, and new bills were voted and approved unanimously after Ron Emerson made a motion to accept and Shannon McManus seconded.

Book orders in the amount of $635.00 were approved to order from Ingram.

New Bills approved for payment:

* Amazon $368.88
* Library Store $210.80
* Gage $375.51
* Unique $35.80
* Demco $413.32
* ILA renewal $80.00
* Dollar General (MC) $17.12
* Kraft Food & Family $13.98
* Culligan Water $10.00
* Des Moines Register $488.04
* Kraft Family & Food $13.98
* Oriental Trading $118.40
* Coast to Coast $469.96
* Demco $108.87
* Walmart $81.19

Total of Bills (including Ingram): $3432.32

Old Business:

The carpet was installed and Librarian Evans reported it went smoothly. The carpet total was $1,100 than the quote and they have extra squares of carpet to utilize as necessary. All board members remarked how the carpet improves the look and feel of the library.

New Business:
Librarian Evans reported the Friends of the Library group wanted to pain the bathrooms at the Library. It has been at least 15 years since the bathrooms have been painted. The Friends would provide the labor and paint if this was approved by the Board of Trustees. This was approved unanimous by the board.

Exploration of obtaining a grant from the Clinton United Way for the summer reading program was discussed. Librarian Evans explained the grant could range from $500 to $1000 and would be utilized to cover the cost of the summer reading program for prizes and other incidentals related to the program. The Board gave approval to further explore this grant.

Librarian Evans provided the MidAmerican Energy report for the library. The only changes the library could make would be to change the lights to LED lights. The Board agreed to have further exploration done on obtaining grants to make this change.

A grant from the Rotary Club to purchase a children’s iPad station was discussed. Librarian Evans explained this station would allow the children to have their own area to utilize the iPad away from the adults utilizing the computers. Librarian Evans showed printouts of the stations she would like to obtain and the total cost for this station. She would like to obtain the station with four iPad which would cost $2870.00. The board gave approval to explore this grant.

Discussion about the budget for fiscal year 2019-2020 was held. Librarian Evans went through the budget and explained the increases she felt was necessary. The children’s librarian’s computer along with the circulation desk computers are experiencing difficulties when the staff attempts to utilize them. The computers are around 6 years old and it is more cost effective to purchase new ones instead of attempting to continuing to repair them. A motion was made by Shannon McManus to purchase two new computers to replace these computers and the motion was seconded by Ron Emerson. There will be an increase in cleaning supplies as the library now has to provide their own cleaning supplies. There was also an increase in the phone as the library has gone from one phone line to two: one phone line for the fax and one phone line for the library. Shannon McManus made a motion to approve the budget as reported and Ron Emerson seconded it. Roll call was completed and it was unanimous.

Librarian Evans reported they are working on cleaning and organizing the library due to the recent carpet installation. They had to move shelves and other items to lay the carpet so it presented an opportunity to organized the library. In the work room, there are piles of decorations and stacks of books awaiting further distribution. Librarian Evans reported the library would like to purchase two wooden cube shelving units and two metal shelving units for this room to store these items on. She provided pictures of the shelving units and reported they were on sale currently at Target with free shipping. Shannon McManus and Janeen Reuter inquired if canvas cubes would be utilized in the two shelving units and should be purchased at the same time. Librarian Evans would like cubes also. Shannon McManus made a motion to approve the purchase of two wood cube shelving units, two metal shelving units, and canvas cubes. Ron Emerson seconded this motion. Liaison Varner reported organizing the work room would be beneficial in case of a fire or emergency as it would allow easier movement around the room.

The next meeting of the Board of Trustees of the Camanche Public Library will be held on February 6, 2019 at 6:oo pm at the Library.

The meeting was adjourned.

Respectfully submitted,

Janeen Reuter, secretary