March 11, 2019

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

The minutes from the previous month were approved as written by a motion from Gary Haines and second by Shannon McManus. The financial and circulation reports were accepted. Circulation was above last year’s circulation. Listed bills, book orders, and new bills were voted and approved unanimously after Gary Haines made a motion to accept and Shannon McManus seconded. Librarian Evans reported interlibrary loans were up a little bit and puzzles are being checked out more. In discussion of the financial report, it was reported health insurance is changing and may affect the budget. The library has received the check for the carpet and discussion was held around the cleaning budget contract, maintenance, and cleaning supplies. The members noted the library appears cleaner and refreshed. Librarian Evans reported the bill for the IPADS at Bestbuy was $1679.94 which was approved last month by the board.

Book orders in the amount of $788.59 were approved to order from Ingram.

New Bills approved for payment:

* Amazon $212.86
* Micromarketing $269.94
* Gale $175.14
* Brodart $86.89
* SmartApple $197.45
* Culligan $10.00
* Unique $26.85
* MidAmerican $215.63
* Alliant $705.18
* The Library Store $154.72
* Denco $99.61
* New Life Computers $50.00
* Don’s Jewelry $181.90 (clock repair)

Total of Bills (including Ingram): $3174.76

Old Business:

There was no old business.

New Business:  
Discussion was held regarding the ADA checklist for accreditation. The board examined the packet and discussed various areas which need to be address. The board came to an agreement that the bathroom doors is the first area to be addressed. The board will explore a plan, budget, and timeline for addressing these needs at future meetings.

Librarian Evans presented the board with a program option during the summer reading program to allow children to read off their fines. The board discussed various aspects of this program and suggested having the high school kids read to younger children at the library to “work off” their fines. The younger children who are participating in the summer reading program could read at the library to “work off” their fines. A motion was made to approve this by Shannon McManus and a second was made by Gary Haines.

The board explored a possible volunteer policy for the library. Librarian Evans explained what current volunteers assist the library staff with and the board suggested adding a sexual offender check in addition to a reference letter being provided for new volunteers. The board will review this policy again next month for other possible suggestions and recommendations.

The board reviewed Chapter 15 of the Trustee’s handbook and held a discussion over the chapter.

Librarian Evans updated the board about the budget as it currently is figured. The board and Librarian Evans are aware this budget is currently fluid.

Librarian Evans reported she is scheduled to take her class in Johnston, Iowa in early April. The class is scheduled to start around 8:00 am and the board discussed Librarian Evans obtaining a hotel room the night before. Gary Haines made a motion to approve this hotel stay and Shannon McManus seconded it.

The next meeting of the Board of Trustees of the Camanche Public Library will be held on April 10, 2019 at 6:00 pm at the Library.

The meeting was adjourned.

Respectfully submitted,

Janeen Reuter, secretary