

June 5, 2019

The May meeting of the Board of Trustees of the Camanche Public Library was called to order by President Foster. Members present were Foster, 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 Ron Emerson. The circulation reports were accepted. Interlibrary loans were up from last year and the library programs are going well. The financial report was approved by a motion from Linda Foster and a second by Shannon McManus. Listed bills, book orders, and new bills were voted and approved unanimously after Ron Emerson made a motion to accept and Gary Haines seconded. Book orders in the amount of \$1594.90 were approved to order from Ingram.

New Bills approved for payment:

- Gale \$185.35
- Centerpoint \$313.56
- Amazon \$389.81
- Culligan \$10.00
- Brodart \$14.30
- MicroMarketing \$234.95
- Midamerica \$177.55
- Clinton Window \$110.00
- Popular Subscription Service \$1661.05
- Oriental Trading \$55.55
- Aligant \$121.78
- Swank \$113.00
- Unique \$8.96
- Sentimental Productions \$132.50 (DVD Collection) (MC)
- Carsons \$99.95 (cleaning)
- Coast to Coast \$719.94 (ink)
- Catexpress \$99.00
- MidAmerican \$254.40 (books)
- Quill \$191.83
- Penworthy \$180.20
- Hartz Inc. \$160.00

Total of Bills (including Ingram): \$6828.58

Old Business:

The board had completed the evaluation of the Director of the library prior to this meeting. The board presented the evaluation to Librarian Evans for review and there were no questions at this time.

The board reviewed planting trees and adding benches as memorials and held discussion. It was decided at this time, the library is not accepting any landscaping donations due to review of the library's possible growth and usage in the near future.

The Camanche Public Library Museum Pass Policy was discussed and approved through a motion by Shannon McManus and a second by Gary Haines. The board was unanimous regarding passage.

Librarian Evans presented the board with the "Summer Reading to Reduce Fines for Children" policy. Discussion was held regarding the policy and it was decided to temporarily implement this policy. The policy will be reviewed at the board meeting in September.

**New Business:**

Librarian Evans presented the Library Ordinance and this was reviewed by the board. There were questions regarding what is in the city ordinance versus what the state library states. Further information will be collected and presented to the board.

Librarian Evans brought a situation to the attention of the board regarding bullying by children in the library. An Anti-Bullying Policy was developed and reviewed by the board. This policy was approved through a motion by Ron Emerson and a second by Gary Haines. The board was unanimous regarding passage of this policy. Librarian Evans will keep the board apprised of any further situations of bullying.

The board discussed the current management of DVD (keeping the DVD behind the circulation desk) versus putting the DVDs in the cases in circulation (on the shelf). The board agreed to the DVDS being placed in the cases in circulation.

Librarian Evans presented the board with the option of changing E. and Junior Fiction books to a 7 day return policy during the Summer Reading Program. The Summer Reading Program requires the participating children to read books from the Camanche Library. This shorter lending time will allow more children to have access to the popular books and maybe increased circulation. The board supported this shorter lending time unanimously.

Librarian Evans presented Junior Library Guild program and discussion was held regarding adding this to the Children's department. The board unanimously agreed to this.

The board continuing reviewing the "Open Meetings-It's the Law" webinar.

There was no report from Paul Varner as he was not present to provide a report.

The next meeting of the Board of Trustees of the Camanche Public Library will be held on July 2, 2019 at 6:00 pm at the Library.

The meeting was adjourned.

Respectfully submitted,

Janeen Reuter, secretary