

# Library Board Minutes

April 19, 2012

## Present:

Bob Eatman, Chair; Dawn Miller; ShawnaLee Washam; Amy Cohen, Sandy Darby, Liz Lucke, Alternate; Marcia Lewis, Library Director; Patty Goodwine, Recording Secretary; Chauncey Taylor, Council Liaison.

Absent: Treva Heiser.

**Minutes of March 22, (special meeting to review policies) were approved with one change: Liz Lucke was listed twice and she was absent. There was no March 15 meeting for lack of a quorum.**

## Old Business

**4.1 Building report:** Some building issues are still in progress. The parking lot painting will take place April 21-23. Air quality studies are still being reviewed. Not all test results have been submitted to Risk Management yet. There are still issues related to meetings in meeting rooms after we are closed. A building attendant needs to be available to secure that area.

**4.2 Library Policies:** Draft will return at the next meeting after City Attorney, Moses Garcia, reviews it.

**4.3 Workplan:** The first quarter's work plan progress will be submitted next month. The job description for Marcia's Librarian I assistant has been given to Human Resources.

**4.4 Draft of 2011 Annual Report** was distributed and discussed and will be finalized and distributed to the City Council and board next month.

## New /Business

**5.1 Kroh Charitable Trust report:** The March financial report was distributed and we realized it only covered one month. In the future Marcia will submit a quarterly report with beginning and ending balances and any significant withdrawals.

**5.2 New fees:** Recommended charges for use of the iLearn Lab were discussed with a recommendation of \$50 an hour for non-co-sponsored classes. A new fee for use of the videoconferencing equipment of \$200/hr. when the Library is open or \$300/hr. after hours will also be proposed. Marcia will recommend these fees for City Council approval.

**5.3 City's 10 Year Capital Plan** – Marcia reported that there will be no library capital (\$250,000+) projects added to the 2013 - 2022 plan

## Reports

6.0 Staff Report- No comment

6.1 Statistical Report –

6.2 Friends – Book sale April 27-29

6.3 Loveland Loves to Read -

6.4 Battle of the Books will be taking place Saturday, April 28.

We adjourned at 6:10 PM.

Next meeting will be Thursday, May 17, 2012.

Respectfully submitted, Patty Goodwine