

Minutes
Polk City Community Library Board Meeting
Tuesday, January 10, 2006 at 7:30 P.M.

1. Call to order

Dana Capaldo, Kim Kellogg, Ellen Peterson, Kim Brennan, Sheila Dietz, Roxann Swenson, and Dan Lane, were present. Mayor Gary Heuertz was present for the first portion of the meeting.

2. Approval of agenda

The Agenda was approved as submitted. Next meeting set for February 14th at 7:30 p.m..

3. Approval of minutes

Kim B. moved to approve the minutes, Ellen seconded. Motion carried.

Mayor Gary Heuertz introduced Dan Lane, who will be the new library liaison, and reviewed the purpose of this position – communication between the city council and the library board. Appreciation night will be March 25th at TCI, the 131st anniversary of Polk City's incorporation. He encouraged the board to set short and long-term goals.

4. Liaison Report

Dan gave a brief description of his background and qualifications.

5. Director's Report

The library has 165 rural patrons, for which we received a check for \$2,000+. It appears the adjustment of this amount will be discussed again this year.

Ken and Val of Bilbrey Insurance gave the library a digital projector.

6. Foundation Report

The foundation gave no report at this time. Current members are Mark Lambert, Amber Mordini, and Diane Lukasik.

7. Unfinished business

Alleman Contract

Roxann moved, Ellen seconded that we approve a \$.50 per person raise in charges to Alleman. Motion carried.

Subcommittees

Kim Kellogg presented 3 subcommittees for dealing with immediate issues. Personnel – Dana and Sheila; Policies – Kim B and Dana; Public Relations – Ellen and Roxann. Ellen moved to accept the subcommittee assignments, Kim B. seconded. Motion was approved.

Library Charges

Roxann moved that we remove the \$10 cap on fines. Kim B. seconded. Motion carried.

8. New Business

Board By-laws

Bylaws were reviewed. Sheila moved we approve them as they stand. Roxann seconded. Motion was approved.

Dana gave term endings for future planning of board service. Ellen's and Sheila's terms end 2007, Roxann 2008, and Kim B. 2009.

Evaluations

Kim K. will be conducting staff evaluations, and Dana will send the form for Kim's evaluation to the board.

Other

Board members agreed to look over the collection policies and send any revisions to Kim K.

9. Adjournment

Kim B. moved to adjourn. Roxann seconded. Motion carried.