

**Polk City Community Library Board**  
**Meeting Minutes**  
**January 13, 2009**

Maurine McGuire called the meeting to order at the Polk City Community Library.

**Board Members Present** – Christine Gregory (conference call), Kimberly Knapp, Maureen McGuire and Judy Nyberg

**Board Member Absent** – Dana Capaldo

**Library Representative Present** – Kim Kellogg, Director

**Approval of Agenda** – A motion to approve the agenda was made by Kimberly and seconded by Maureen. Motion approved.

**Approval of Minutes from December meeting** - A motion to approve the December minutes was made by Maureen and seconded by Kimberly. Motion approved.

**Director's Report**

Kim and Pam received training on January 9, on the cataloging of books. The training went very well. All books are in the system and should be on shelves within two weeks.

**Foundation Report** – Nothing to report

**Liaison Report** – Nothing to report

**Unfinished Business**

We will review the Reconsideration of Materials along with the Statement of Concern about Library Resources policies at next month's meeting. Kim will email copies of each policy to board members.

Job evaluations for the library staff will be reviewed and discussed at next month's meeting. Kim will send these evaluations to board members.

**New Business**

A motion to approve the 2009 contract with the City of Alleman in the amount of \$8.00 per resident was made by Judy and seconded by Maureen. Motion approved. Maureen signed the contract.

The Polk City Library will receive \$2,749.09 from the county for rural patrons for 2009.

The board gave their approval for the library to purchase a new scanner in the amount of \$289.99.

### **Adjournment**

A motion to adjourn the meeting was made by Kimberly and seconded by Judy.

Our next library board meeting is scheduled for Tuesday, February 10, 2009 at 7:00 p.m.